

TOWN BOARD MEETING MEMO

From: Dorgene Goetsch, Clerical Assistant

Date: September 9, 2024

Re: Agenda items

Public Works

- **Roads, Dock, Harbor. Action item.** Contract with Midland for L.P. Gas. Midland submitted a quote for the same price as last year's contract. The last LP RFP was done in 2022. Best practice per the Town's Purchasing and Contracting Policy is to do an RFP every 3-5 years. Please consider renewing Midland's contract for another year.
- **Parks.**
 1. Ben is requesting to add 2 tent sites (which are currently used as overflow) to the reservation system.
 2. Ben would like to discuss termination of the Memorial Bench Program as he believes we are at our limit of manageable capacity.
- **MRF.**
 1. Action item. Purchase Order for compactor repairs done on 8/29/24 needs to be approved and signed.
 2. Action item. Marty has submitted a request for an unpaid leave of absence from 10/1/24 – 11/4/24, this needs to be approved by the Town Board.
- **Airport. Action item.** Michael sent revised hangar leases in June (updating language from personal property to real property tax per new state requirements and adding termination language suggested by our attorney). These are 2 of the 16 leases that need to be approved and signed by the Town Chair.
- **Greenwood Cemetery**
 1. Action item. Barany Cleaning is under contract until 4/30/25 to clean Michael Chapel at Greenwood Cemetery. They have not performed any cleaning in 2024 due to staffing. Ben is requesting this contract be terminated.
 2. Ben would like to discuss concerns received from Ted Michael via email.

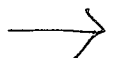
Committees

- **Planning and Zoning.** Please see memo from Zoning Administrator (ZA)
 1. Action item. Town Plan Commission (TPC) recommends the Town Board approve this Zoning Map Text Change.
 - A. ZA recommends a partial refund of text change fees paid Kathleen & Patrick Starr.
 2. Action item. TPC recommends changes noted on ZA memo.
 3. First Read. TPC is recommending a resolution to allow directional signs.
- **Winter Transportation. Action Item.** The Town Board Representative's (Glenn Carlson) term expires on 9/9/24. Please consider re-appointing Glenn to another 3-year term ending 9/9/24.

RECEIVED

SEP 9 2024

Initial: dg 1



Town Hall Administration

- **Opposition of National Park Proposal Resolution 2024-0910.** Action item. This was deferred from the 8/27/24 Town Board meeting. Glenn made minor revisions from first read document.
- **Approve 2025 Budget Timeline.** Action item. Please review and set the meetings.
- **Special Event Permit – Madeline Island Museum.** Action item. This special event permit need to be approved by the Town Board. The last time the Madeline Island Museum submitted a special event permit (2022) the fees were refunded so I did not ask for fees based on past practice.
- **Extend contract with Dahl Construction for Use of Lot S.** Action Item. Dahl Construction’s initial contract was for use of Lot S for July & August for \$900/month. Dahl is looking for an extension to use part of Lot S for 1 month. Ben recommends a one-month extension for \$300.
- **Request approval for credit card for Facilities Manager.** Action Item. With Ben leaving 9/13, he has requested Ray Hakola be issued a Town Credit Card with the same limit as Ben’s (\$5,000).
- **Sanitary District Inquiry.** This relates to the cost of the engineering study on relocating the RV dump station.
- **Discussion on RFP for the Community Center Feasibility Study.** This is a request by Lauren Schuppe, Library Director.

August 2024 Public Works Report

Roads

- Ashland Cty. Hwy. Dept. crew came over on 8/1 to assess a failing culvert inlet within the right-of-way just to the west of Anderson Lane. This culvert has been on the radar for years, but the monsoon rains in mid-June caused the inside shoulder to collapse. Repairs took place 8/22.
- Downtown sidewalks, main street, and the dock lanes were swept with the JD 444 loader broom and blown off with backpack blowers in the pre-first boat hours of 8/9. Apparently, some crabby locals were not impressed by the crew's desire to attempt to keep the downtown clear of misc. litter, debris, loose gravel, and broken glass. These tasks can't be completed at any other time of day. I will request that the TB considers the purchase of a street sweeper skid steer attachment for future curb cleaning so the crew can keep up on this, just no longer manually.
- Street signs and Fire # signs continue to be installed in earnest, and I think the crews are doing a great job. Many new signs require utility locates, so if you think you were skipped, it's because installers are being cautious and following safety protocols.
- The culvert on Sunny Slope Road just west of the Griggs Approach was replaced on 8/21 by the Town Crew after it was discovered that the inlet had completely collapsed and there was a void in the road and shoulder.

Parks

- Big Bay Town Park has slowed down for the season on weekdays, but weekends continue to be full into mid-October.
- Ashland Cty. Health Dept. concluded their beach sampling for the season, (Joni's, Grant's Point, and Big Bay) and pre-Labor Day weekend there was an instance of 'duck itch' at the Town Park. Signs were posted and it has apparently cleared after some decent winds from the north and northeast.

Misc.

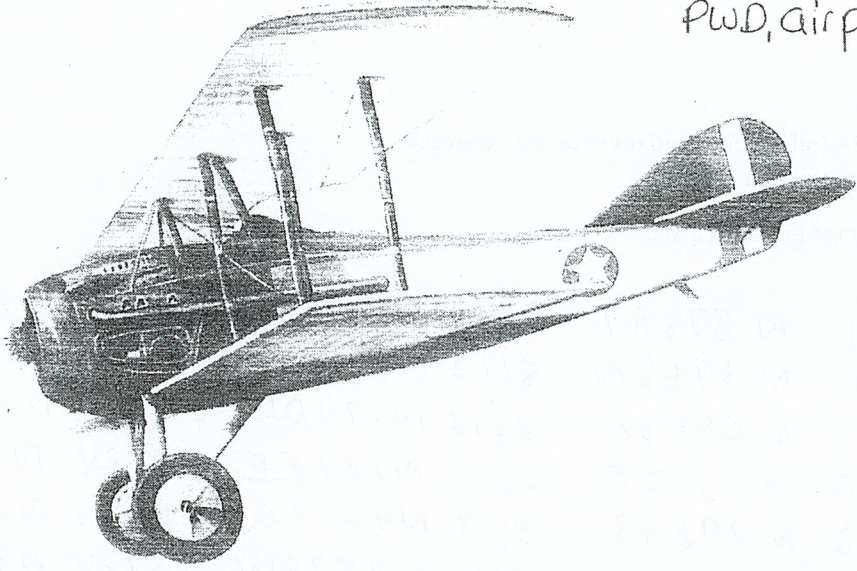
- All Town backup generators were fully serviced by Total Energy Systems (Duluth) on 8/28 and should be good to go for the fall/winter seasons.
- Mathy Construction's asphalt plant is assembled at the airport's empty hangar lots, and the Hagen Road paving project begins 9/8.
- This will be my final report as I am moving on to mainland employment in September. Working for the Town of La Pointe full time since 2016 has been an experience like none other, and I am eternally grateful to all the past and present people who supported me along the journey. I wish for nothing but the best regarding La Pointe's future.

Respectfully submitted,
Ben Schram

RECEIVED
SEP 5 2024

Initial: dg BS

(5) TB, TA, A, Clerk,
P.W.D, airport, Public



Major Gilbert Field (4R5)

To: Town Board

From: Paul Wilharm

Date: 09/04/2024

Re: Monthly report for August 2024

During the month of August our airport was issue free with the exception of an excessive amount of runway light damage due to a suspected bear. Fish and wildlife trapped a yearling with no more damage at this time.

Drop box receipts:	\$380.00	does not include paypal
Traffic, flight plan:	73	
Traffic, sign in	57	
NOTAMS	04	

Traffic counts do not include touch and go and those who do not file and/or sign in which historically is many.

Attached are logs / checklists

Thanks !

Paul
Cover + (7)

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SEP 4 2024

Initial: dg

August 2024 Traffic count and revenue log / checklist
Drop box receipts \$ 380.00

The following filed flight plans:

8/1 N 87567	8/12 N 261DR	8/23 N 642CH
8/1 N 3968N	8/12 N 1743V	8/24 N 711RB
8/1 N 28988	8/13 N 174DL	8/24 N 845D
8/2 N 1377T	8/13 N 124EE	8/24 N 761SA
8/2 N 79843	8/13 N 4513Q	8/24 N 6418D
8/2 N 229TA	8/16 N 4538W	8/24 N 381SP
8/2 N 230CA	8/16 N 200NW	8/24 N 6059E
8/2 N 592PU	8/17 N 1592L	8/24 N 346BA
8/3 N 21201	8/18 N 15107	8/24 N 968HL
8/3 N 641DA	8/18 N 8586M	8/25 N 683T
8/3 N 12997	8/18 N 9289S	8/25 N 5601F
8/3 N 3595A	8/19 N 21PL	8/25 N 4808F
8/4 N 99171	8/19 N 98264	8/26 N 2032M
8/6 N 1743V	8/20 N 960DX	8/29 N 346BA
8/6 N 318FD	8/20 N 3506Y	8/30 N 192AF
8/6 N 98264	8/21 N 8949U	8/30 N 4538W
8/6 N 9774B	8/21 N 9461C	8/30 N 200NW
8/8 N 8069A	8/21 N 180J	8/30 N 432AB
8/8 N 6816F	8/21 N 455MK	8/31 N 3506Y
8/8 N 3968N	8/22 N 6193M	8/31 N 34FT
8/9 N 574RK	8/22 N 968HL	8/31 N 3292T
8/9 N 509RR	8/22 N 63332	
8/9 N 4538W	8/23 N 205U	
8/10 N 814CH	8/23 N 78596	
8/10 N 200NW	8/23 N 61761	
8/11 N 6394E	8/23 N 55RY	

For additional traffic see sign in sheet(s)

8-1
8-2
8-2
8-2
8-2
8-2
8/3

1	vist	236	?	15
1	Pleasure	KRPD		
1	"	"		
2	"	KRAC		
2	"	KMBL	312-497-2451	30
2	Pleasure	KRAC	262-877-0844	
2	"	C29		

..... (1)

WELCOME TO 4R5

DATE	NUMBER ABOARD	BUSINESS/ PLEASURE	FLIGHT ORIGIN	CONTACT	
8/3	4	PLEASURE	KMCD	281-615-6550	45
8/3	2	pleasure	KCFE	612483 0903	
8/3/24	3	Pleasure	DSW	608-322-7489	
8/3/24	5		HUGN	773-322-3658	
8/3/24	2	pleasure	S&C	(212) 893-4924	30
8/3/24	1	P	KANE	763 349 4038	15
8/5/24	1	I	KBWG	(270) 792-2503	
8/6/24	1	P	KHYR		15
8/8/24	2	P	KFBL	507-321-8789	
8-8-24	2	P	KFBL	'	
7-2/8-9	1/3/3/1	P	KFBL	507-301-8539	
8/9	1	MYC	KFCM	612 327 3653	
8/10	2	P	KMWC	414-630-4161	
8/11	2	P	SSUW	218-571-9545	
8/12	2	P	KFRV	608 576 6238	

Sign in (2)

WELCOME TO 4R5

DATE	NUMBER ABOARD	BUSINESS/ PLEASURE	FLIGHT ORIGIN	CONTACT
8/12	1	PL.	KRPD	715-234-5426
8/12	2	Pleas	KRAL	715-536-8828
8/12	2	PLEASE	4WN3	—
8/13	4	Pleasure	KSYN	6507-581-3335
8/14	2	✓		218-820-5299
8/18	2	Pleasure	KOUS	608-306-0228
8/18	2	Pleasure	KOCO	715-808-2966
8/18	4	P	KSSQ	715-651-7302
8/16	2	P	KLST	651-900-1789
8/18				
8/19	2	P	BRI	—
8/19	2	P	BRI	—
8/19				
8/20	3	P	KUES	—
8/21		P	KRNA	

30
20

Sign in (3)

WELCOME TO 4R5

DATE	NUMBER ABOARD	BUSINESS/ PLEASURE	FLIGHT ORIGIN	CONTACT	
6/23/24	1	Pleasure	KFCM	612-584-7800	
8/24/24	2	"	KENW	317-414-3758	
8/24/24	2	Pleasure	KRST	507-254-1954	
8/24/24	4	pleasure	KFCM	612-961-8222	
8/24/24	2	Pleasure	KGPZ	251-422-8044	
8/24/24	2	Pleasure	KMIC	012-382-4860	15
8-25-21	2	✓			
8-25-24	2	"	KOSH	920-279-5098	30
8-25-24	2				
8-25-24	2	P	UES		
8-25/24	2	CAMP	KVES	1-414-213-9008	60
8/25/24	7	B+P	KFM	on file	
8/26/24	2	Pleasure	KFCM	612-584-7800 612-598-0020	
8/26/24	1	P	FCM	612-589-5758	
8/28/24	3	pleasure	MSN	608-616-0559	15

Sign in (4)

WELCOME TO 4R5

DATE	NUMBER ABOARD	BUSINESS/ PLEASURE	FLIGHT ORIGIN	CONTACT
8-28-24	2			
8-19/8-30	1	P	FBL	
8/30/24	2	P	KSUW	
8/30/24	2	P	GP3	
8/30/24	2	P	BAJ	

30

30

Sign in (5)



Run 4 total records!

Available Reports	Reference...	NOTAM N...	NOTAM Text	Designator	Re
Civil Airport Coordination Report	73267380	08/061	!GRB 08/061 4R5 RWY 04/22 WIP GRASS CUTTING ADJ 2408051810-2408052300	4R5	Pa
Civil Airport NOTAM Report	73278949	08/077	!GRB 08/077 4R5 RWY 04/22 WIP GRASS CUTTING ADJ 2408061737-2408062300	4R5	Pa
gNOTAMactions	73291600	08/098	!GRB 08/098 4R5 RWY 04/22 WIP GRASS CUTTING ADJ 2408071724-2408072300	4R5	Pa
xUserEmails	73302105	08/114	!GRB 08/114 4R5 RWY 04/22 WIP GRASS CUTTING ADJ 2408081422-2408082300	4R5	Pa

Filter Name	Filter Value
Location	4R5
Status	Active,Cancelled,Expired
Keyword	
Date Range (Start)	08/01/2024
Date Range (End)	08/31/2024

8/24 NOTAM

(b) TB, TA, A, Clerk, Public

Zoning Report 8/31/2024

Routing: TB (5), TPC (5), Clerk (1), Assistant Clerk (1) Email Staff: (5)

ZONING REPORT 8/31/2024

Building/Land Use Permits	2024		2023	
	Value	Number	Value	Number
County	\$10,1000.00	39	\$4,850.00	23
Town	\$17,518.54	49	\$8,382.25	51
Total	\$27,618.54	88	\$13,232.25	74

Town Revenue (2024 to date)		Town Revenue (through 8/31/23)	
Permits	\$17,518.54	Permits	\$8,382.25
Variance	0	Variance	0
CSM	\$500.00	CSM	\$500.00
Special exception	0	Special exception	\$750.00
CUP	0	CUP	0
Map Change	\$1,500.00	Map Change	0
Total	\$19,518.54	Total	\$9,632.25

Vacation Rental Permits

Source	2024 (to date)		Through 8/31/2023	
	Permits	Revenue	Permits	Revenue
Rentals by owner	73	\$22,300.00	77	\$13,825.00
Madeline Island Vacations	56	\$ 17,700.00	49	\$8,575.00
The Inn on Madeline Island	29	\$ 8,700.00	29	\$5,075.00
Total rental properties	157	\$48,700.00	153	\$27,475.00

The TPC work group and I continue working on changes in the Zoning Ordinance. Sections 2, 3, 4, 5 and 6 have been given to the TPC for review.

The new Comprehensive Plan work group has been meeting once a week to determine what roles the TPC will have in working with the new Comp Plan.

The fire number installers are making good progress and in doing so they are finding numbers I missed and some mistakes. I ordered 11 more numbers that I missed in the first order.

Zoning Report 8/31/2024
Routing: TB (5), TPC (5), Clerk (1), Assistant Clerk (1) Email Staff: (5)

Letters were sent to property owners who were thought to be in violation of our Camper Ordinance.
 I found a few properties that may be in violation of our rental ordinance. Letters were sent to ask for clarification.

DATE	SANITARY PERMIT #	COUNTY PERMIT #	LAND USE PERMIT #	NAME OF PROPERTY OWNER	FIRE #	STREET NAME	Parcel number 014	PROJECT TYPE	TOWN FEE	COUNTY FEE
8/1/2024	9205			James Davies	508	Mondamin Trail	00214-0200	Composting		\$ 175.00
8/7/2024			2024-43	Mike North	1468	Middle Rd.	00164-0300	Driveway	\$ 75.00	
8/14/2024	261		2024-44	Tom Robinson	399	Mondamin Trail	00206-2162	Park Model	\$ 204.60	
8/20/2024			2024-45	Tayamni Goodshield	1061	Middle Rd.	00181-1200	Accessory	\$ 161.40	
8/20/2024			2024-46	Tim Costello	469	Shop Rd	00192-0130	Deck	\$ 125.40	
8/20/2024				Mary Smith	1229	Big Bay Rd.	00136-0300	Fire #	\$ 175.00	
8/22/2024		9206	2024-47	Timothy Eldredge	1229	South Shore Rd.	00163-2100	Additions	\$ 408.00	\$ 175.00
8/27/2024			2024-48	Janice Anderson	2998	Big Bay Rd.	00062-0200	Move Bld	\$ 75.00	
8/28/2024			2024-49	Randy Dawdy	1183	South Shore Rd.	00305-0000	Drive Ext.	\$ 75.00	

Respectfully submitted,

Ed Schaffer
 Zoning Administrator

Internal Accounting Coordinator Report August 2024

9/5/2024

1. **Audit – Baker Tilly:**

- a. Vanessa was helpful to get a start on figuring out the taxes and how they had been receipted incorrectly. At this time, I thought it would be best to get the new CPA firm involved to finish out this task with me.

2. **CPA Firm:**

- a. Nicole, the new CPA representative, has been beyond helpful already! She is so full of knowledge and information. We have had three sessions of video training that included reconciliation within Workhorse, budget discussions, taxes and various topics. She was out at a training for the last week of August, but we plan to get back into a weekly meeting once come September.
- b. Nicole has requested access to our Workhorse (WH) program in order to be more efficient in helping. I will work with Francisco from WH to make this possible.

3. **Grants:**

- a. The reimbursement request for the Coronavirus Response Relief Supplemental Appropriations (CRRSA) Act has been sent to the board of aeronautics. The amount request was \$9,000 to cover airport manager wages. The request is up for processing but has not been finalized at the time of this report.
- b. I heard back from the Department of Administration and finally with good news: The request for reimbursement has been approved a check should arrive mid-September for \$101,440.43. This money was allocated to the Harbor Commission from the Governor's budget for startup cost reimbursements related to the purchase of the ferry line. This is the final request to complete the total of \$200,000 rewarded.

4. **Budget Season:**

- a. Budget season is about to start. I have been working with Alex and Glenn to make a draft timeline for the various workshops, meetings and deadlines. This will be up for approval on the 9/10 regular board meeting.

5. **Miscellaneous:**

- a. We received the August settlement from Ashland County for tax season 23-24 for a total of \$863,277.39, which has been deposited into the bank.
- b. I am enrolled in virtual accounting workshops through the Wisconsin Government Finance Officers Association. There are four sessions throughout August and September. I have attended two of four so far and look forward to the final two in September. It is a lot of information but helpful all the same.

Respectfully submitted,

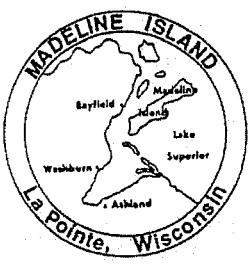
Lauren Burtaux

Internal Accounting Coordinator

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SEP 5 2024

Initial: dg



LA POINTE POLICE DEPARTMENT

MADELINE ISLAND
340 BIG BAY ROAD
LA POINTE, WISCONSIN 54850

PHONE: (715) 747-6913
FAX: (715) 747-3096
police@townoflapointewi.gov

(5) TB, TA, A, Clerk, PD, Public

To: Town Board
From: William Defoe
Date: 9/3/2024
Re: Monthly Police Report for September

During the month of August 2024, the La Pointe Police issued the following:

- 3 Parking Citations
- 17 Traffic Citations
- 1 Ordinance Citations
- 3 Arrests transported off island.
- 1 Arrests released to responsible parties.
- 2 Cited and referred to DA office.

Summer is unofficially over, and now that Labor Day has passed, the weekdays will be a little slower and the weekends will still be busy right up until thanksgiving. In the Month of August Officers arrested one intoxicated driver, investigated a report on another intoxicated driver, concluded a death investigation, a man with a gun call, a warrant arrest, a mental health commitment, a dog bite, a search and rescue with another mental subject call as well as assisting the Madeline Island Ambulance several times.

We will be going to a reduced schedule soon, there will be days where there will be times that there will be no officers on the island. The Sheriff's Department is responsible to respond, please remember Ashland County Dispatch number at 715-682-7032 ext. 1, will get you the non-emergency dispatcher.

I attended the Wisconsin Police Leadership Foundation Summer Conference in the beginning of August as our training year began July 1, 2024, for all officers. Sgt Rossberger will be attending training this month in Rice Lake for his instructor certification.

The hunting seasons have begun, there are bear hunters on the island as I type this, please know where you can and can not hunt.

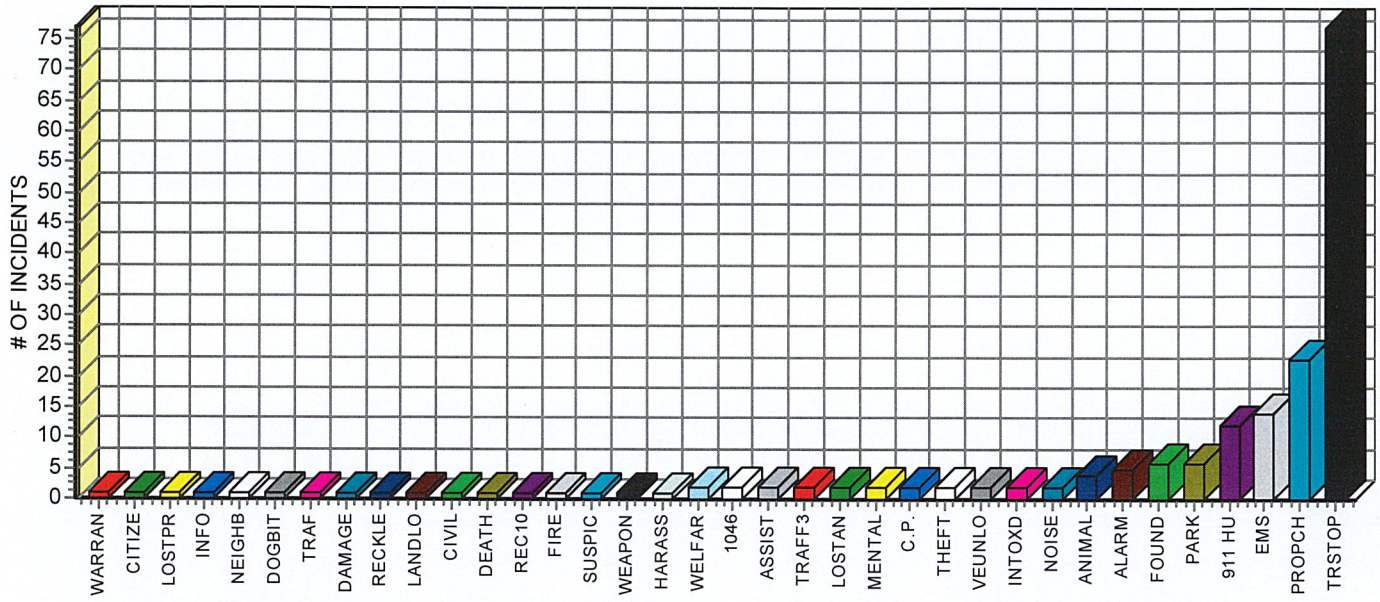
If there are any questions or wish to discuss things within the department, please feel free to come talk to me.

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SEP 3 2024

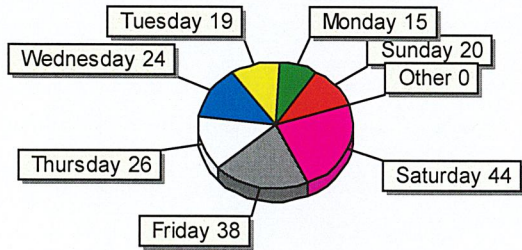
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Incident Frequency by TYPE (Top 36 of 36 Shown) (Using DATE RECD)



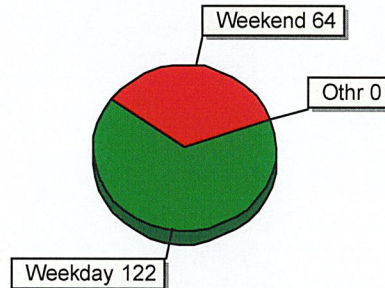
WARRAN 1	CITIZE 1	LOSTPR 1	INFO 1	NEIGHB 1	DOGBIT 1	TRAF 1
DAMAGE 1	RECKLE 1	LANDLO 1	CIVIL 1	DEATH 1	REC10 1	FIRE 1
SUSPIC 1	WEAPON 1	HARASS 1	WELFAR 2	1046 2	ASSIST 2	TRAFF3 2
LOSTAN 2	MENTAL 2	C.P. 2	THEFT 2	VEUNLO 2	INTOXD 2	NOISE 2
ANIMAL 4	ALARM 5	FOUND 6	PARK 6	911 HU 12	EMS 14	PROPCH 23
TRSTOP 77						

By Day of Week



Sunday 10.75 %	Monday 8.06 %
Tuesday 10.22 %	Wednesday 12.9 %
Thursday 13.98 %	Friday 20.43 %
Saturday 23.66 %	Other 0 %

Weekday vs Weekend



Weekend 34.41 %	Weekday 65.59 %
Oth 0 %	

Search Criteria: (LOGNUM >= 'A4-24-00001')
 (LOGNUM <= 'A4-24-10000')
 (DISTRICT >= '07')
 (DATE_RECD >= TO_DATE('8/1/2024','MM/DD/YYYY'))
 (DATE_RECD <= TO_DATE('8/31/2024','MM/DD/YYYY'))

(5) TB, TA, A, Clerk, PWD, Public

CONTRACT FOR SERVICES

This contract for services is made and entered into between the Town of La Pointe in Ashland County, Wisconsin, (the "Town") and Midland Services (the "Contractor").

RECITALS

WHEREAS, the Town desires to obtain the services described herein; and

WHEREAS, the Contractor represents to the Town that it has the expertise, knowledge and experience necessary to properly perform this contract according to its terms and that it is ready, willing and able to do so,

NOW, THEREFORE, in exchange for the valuable consideration set forth herein, the Town and the Contractor hereby agree as follows:

1. Description of Services. The Contractor will, in accordance with the terms and provisions set forth herein, provide the Town with the following services:

- A. Purchase, delivery, and fill of liquefied petroleum gas to 1,000-gallon propane tanks and 500-gallon propane tanks.

Such services will be provided at:

- Big Bay Town Park, 2305/2306 Big Bay Road (1 tank)
- Snow Removal Equipment building (SRE), 797 Big Bay Road (5 tanks)
- Roads Shop, 795 Big Bay Road (3 tanks)
- Old County Garage, next to 795 Big Bay Road (1 tank)
- Airport, 793 Big Bay Road (1 tank/generator)
- Emergency Services Building, 320 Big Bay Road (5 tanks)
- Winter Transportation Terminal, 318 Big Bay Road (2 tanks)
- Community Clinic, 241 Big Bay Road (2 tanks)
- Town Hall, 240 Big Bay Road (2 tanks)
- Library, 249 Library Street (3 tanks)
- Recreation Center, 295 Middle Road (1 tank)

Town will monitor levels and will notify Contractor before levels decline to 20%. Contractor shall fill all tanks to at least 80% within one week before ferry boats stop running.

Contractor will not be responsible for the accuracy of tank gauges or failure of equipment that are owned by the Town.

RECEIVED
 SEP 5 2024
 Initial: dg

Contractor agrees to perform the Services to the satisfaction of the Town during the term of this Agreement, using professional care and skill and its best efforts to render the services and provide the deliverables identified.

2. Payment. In exchange for the Contractor providing the Town with the purchase, delivery and fill of liquefied petroleum gas, the Town will pay the Contractor the sum of \$2.19 per gallon. The same rates will apply if new facilities are added during the length of the contract. No additional fees – such as hazmat fees, inspection fees, surcharges, or disposal fees – will be paid by the Town.

The Town will issue the Contractor a Sales and Use Tax Exemption Certificate.

The Town shall pay the Contractor upon receiving a proper invoice. Payment will be made within 35 days of receiving the invoice, following approval at the closest Regular Town Board Meeting.

3. Dates of Service. The services provided for herein shall be provided between October 1, 2024 and September 30, 2025.

4. Reimbursement for Expenses. Along with its invoice, Contractor may seek reimbursement for actual, reasonable, out-of-pocket expenses incurred in connection with performing this Contract, if the Town agreed to those reimbursements in advance. To qualify, reimbursements must be supported by adequate receipts and documentation, as requested by the Town.

5. Independent Contractor. Contractor is an independent contractor and is solely responsible for maintenance and payment of any and all taxes, insurances and the like that may be required by federal, state or local authorities. Contractor agrees that it is solely responsible for payment of income, social security, and other employment taxes that are due to the proper taxing authorities; the Town will not deduct such taxes from any payments to the Contractor.

Contractor is not the Town's agent or representative, and has no authority to bind or commit the Town to any agreements or other obligations.

6. Workmanlike Manner. The services provided by the Contractor shall be provided in a workmanlike manner consistent with the terms and provisions of this contract.

- 7. Warranty.** The Contractor warrants that:
- a) All services it provides pursuant to this contract will be performed in accordance with all applicable federal, state and local laws, rules, regulations, codes and ordinances; and
 - b) Any project or work of improvement the Contractor works on pursuant to this contract will comply when it is completed with all applicable federal, state and local laws, rules, regulations, codes and ordinances; and
 - c) In the event it is determined that the Contractor has breached this warranty, the Contractor will promptly, upon being notified of such breach, immediately correct and cure the breach.

8. Compliance with Regulations. The Contractor will provide the Town with a legible copy of each license, certificate and permit which has been issued to the Contractor evidencing that the Contractor is authorized by law to provide the services described in this contract prior to starting any work to be performed under this contract. Compliance with this provision is a condition precedent to the performance of this contract.

9. Assumption of Liability. Each party to this contract accepts and assumes and shall be liable and responsible for any and all damages, injuries, deaths, losses, costs, expenses, fees and charges caused by the acts, omissions and negligence of its own directors, officers, members, employees, agents and representatives and any subcontractors and shall protect, defend and hold the other party to this agreement harmless from the same.

Neither party to this contract shall be liable or responsible for the negligence, acts or omissions of the other party or the other party's directors, officers, members, employees, agents or representatives.

10. Hold Harmless. The Contractor covenants that it will protect, defend, indemnify and hold the Town harmless from and against any and all claims, actions and causes of action filed or asserted by any person, entity, governmental unit or department against the Town or its supervisors, officers, employees, agents or representatives, for any damages, injury, death, losses, costs, expenses and fees or charges associated with, related to or arising from any occurrence, accident or incident caused by any negligence, act or omission of the Contractor or its officers, members, employees, agents or representatives in connection with this contract and its performance.

11. Relationship Between Town and Contractor. With respect to this contract, the Contractor shall be an independent contractor in regard to the Town and not an employee of the Town. As such, the Contractor shall, in accordance with §102.07(8)(b) Wisconsin Statutes:

- a) Maintain its business separate and apart from the Town.
- b) Hold a Federal Employer Identification Number for its business or else file a self-employment income tax return with the IRS reflecting its status.
- c) Control the means of performing this contract.
- d) Incur the main expenses related to the services provided under this contract.
- e) Be responsible for the satisfactory completion of the services provided for herein and be liable for a failure to complete the work or service specified herein.
- f) Receive the compensation provided for herein on the basis provided for herein.
- g) Realize a profit or suffer a loss under this contract, depending on how the Contractor performs.
- h) Have continuing reoccurring business liabilities and obligations.
- i) Operate a business, the success or failure of which depends on the relationship between business receipts and expenditures.

12. Proof of Insurance. Within five (5) business days after signing this contract, the Contractor shall file with the Town Clerk written documentation establishing that the Contractor has in effect the following types and amounts of insurance coverage:

- a) Worker's compensation insurance, if applicable.
- b) Liability insurance with limits of at least \$1,000,000 per occurrence.

13. Default; Termination. Either party may terminate this Agreement for material breach on 30 days' written notice to the other party, during which period the breaching party may cure. Additionally, either party may terminate this Agreement for its convenience upon 60 days' prior written notice to the other party. Upon termination, the Town shall promptly pay Contractor for all services rendered and reimbursable expenses incurred up to and including the effective date of termination.

14. No Assignment. Neither party to this contract may assign their rights or obligations under this contract to another, in whole or in part, without prior written consent of the other party. Any assignment or attempted assignment in violation of this provision shall be null and void.

15. Applicable Law; Venue. This contract shall be interpreted under the laws of the State of Wisconsin. Any suit or proceeding relating to this contract shall be venued in Ashland County, Wisconsin.

16. Entire Agreement; Amendment. This contract sets forth the entire understanding and agreement between the parties relating to the subject of this contract and supersedes and replaces any prior discussions, negotiations and agreements, oral or written. This contract may be amended only by a writing signed by the undersigned.

17. Binding Contract. Each of the undersigned states they have read this contract in its entirety, that they understand each of its terms and provisions and that they sign the same freely and voluntarily, intending to be legally bound hereby.

18. Notice. Any notice to either party under this contract shall be in writing and be served either personally or by registered or certified mail addressed as follows:

To the Town:

Administrator
Town of La Pointe
PO Box 270
La Pointe, WI. 54850
administrator@townoflapointewi.gov

To the Contractor:

Chase Olby
Midland Services
220 3rd Ave. West
Ashland, WI 54806
colby@midlandservices.com

IN WITNESS WHEREOF, the undersigned have executed this agreement:

Approved by Town Board (date): _____

The Town of La Pointe (the Town) Board Chair

Signature _____

Date _____

Printed Name _____

Full Legal Name of Contractor

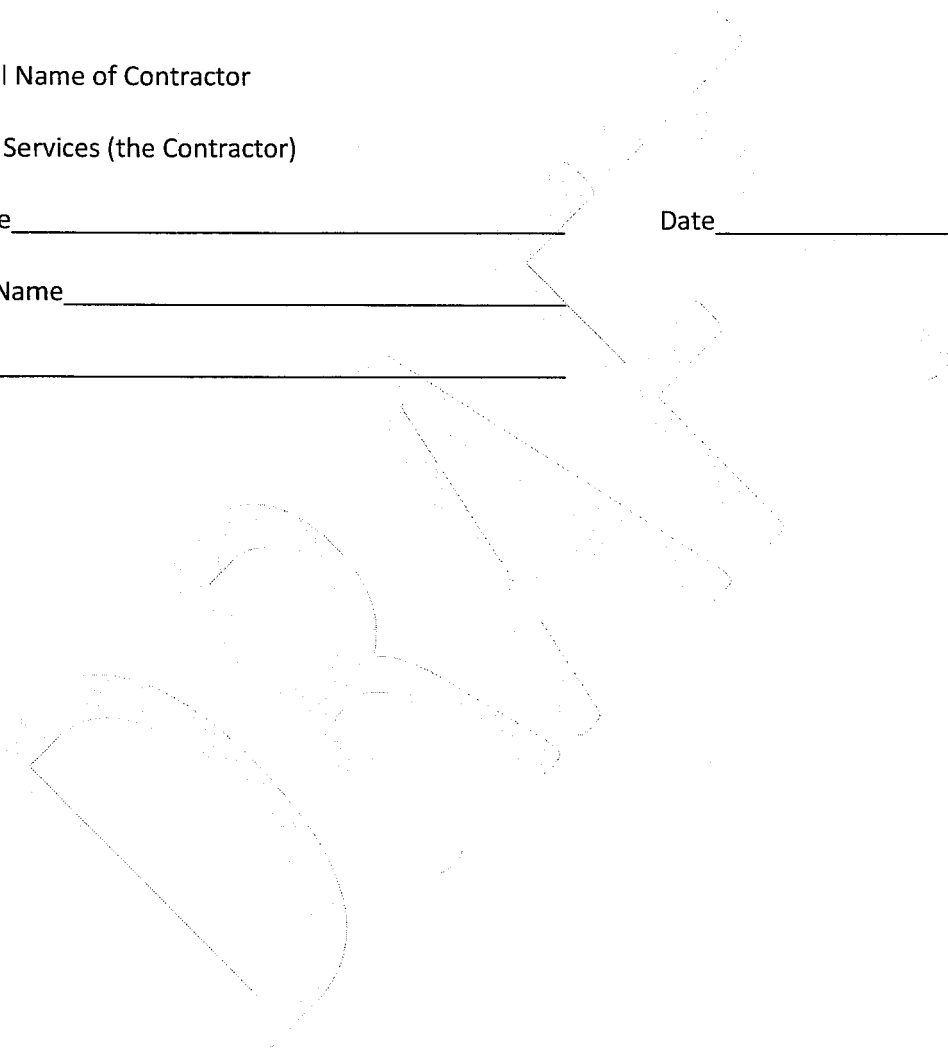
Midland Services (the Contractor)

Signature _____

Date _____

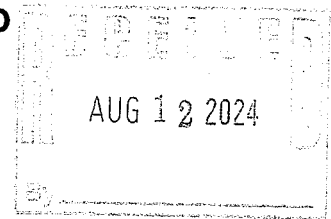
Printed Name _____

Title _____



Date: 07-11-2024

MIDLAND SERVICES INCORPORATED
220 3RD AVE WEST
PO BOX 500
ASHLAND, WI 54806
715-682-5528



Bill To: 336962

**** QUOTE CONFIRMATION ****

Ship To: 336962

TOWN OF LA POINTE
TOWN CLERK
PO BOX 270
LAPOINTE, WI 54850

TOWN OF LA POINTE
TOWN CLERK
BIG BAY RD
LAPOINTE, WI 54850

Salesperson :
Ship Method :
Quote # : 108772
P.O. # :
Taken By :
Picked By :
Bill To Phone # : 715-747-2156
Bill To Fax # :

Quote Date : 09/01/2024
Ship Date :
Deadline Date : 09/30/2024

Ship To Phone # : 715-747-2156
Ship To Fax # :

Inventory Reference	Description	Quoted Quantity	Price	Amount
	LP GAS	15000.00	2.19*	32850.00
Total:				===== \$32,850.00
Grand Total:				===== \$32,850.00

PAY AS YOU GO CONTRACT

PLEASE SIGN AND RETURN ONE COPY
TO GUARANTEE PRICING

****PLEASE REVIEW THE TERMS ON THE BACK OF THIS FORM AND RETURN SIGNED QUOTE WITH PAYMENT****
I acknowledge that I have read and understand this agreement in its entirety. I agree to the terms and conditions within this agreement.

CUSTOMER SIGNATURE: _____ DATE: _____ / _____ /2024

MIDLAND SERVICES INC.
Propane Price Protection Contract

Minimum 400 Gallons

THIS QUOTE IS ONLY AVAILABLE SEPTEMBER 1, 2024 TO SEPTEMBER 30, 2024

It is agreed between Customer "Buyer" and Company "Seller" Midland Services, Inc. of Ashland, WI as follows:

- Propane Price Protection Contract is a voluntary program that allows customers to pre-purchase propane at a fixed price for a specific period of time. The estimated gallons are based on previous year's contracted gallons. Buyer is responsible for requesting adjustments prior to signing this contract.
- **THIS QUOTE MUST BE RETURNED SIGNED AND WITH FULL PAYMENT or BUDGET PAYMENT BY SEPTEMBER 30, 2024 TO BECOME A VALID CONTRACT.** Contracted delivery and pricing will begin October 1, 2024 when this criterion is met. Contracted pricing will end April 30, 2025.
- If the Buyer does not take delivery of all pre-purchased gallons by April 30, 2025, credit will remain on the Buyer's account for the dollar value of the pre-purchased price per gallon originally paid at the time of signing. The contracted price per gallon rate ends April 30, 2025 and pricing will default to the daily market rate May 1, 2025.
- If the specified gallons are depleted prior to April 30, 2025, the price of additional gallons of propane will be based on the current market rate at time of delivery.
- **Summer fill deliveries and prior balances are NOT included with the Buyer's contract and are due paid-in-full prior to signing.**

---Contract Payment Options:---

1. 100% PREPAID
 - a. **FULL** payment due at signing.
 - b. *Partial payments not accepted. Any contracts received with less than full payment will be billed at Budget rate.*
2. ACH BUDGET
 - a. **COMPLETED ACH FORM AND SIGNED CONTRACT MUST BE RETURNED WITH FIRST PAYMENT, A *VOIDED CHECK or SAVINGS ACCOUNT DEPOSIT SLIP.** **If the banking information submitted the previous year has not changed, a voided check or deposit slip is not required.*
 - b. *The ACH payment options are withdrawn on the 5th, 15th, or 25th of each month.*
****A TEN-DAY advanced notice must be given for any ACH payment changes****
 - c. *If the Buyer incurs TWO NSF ACH payments, this agreement is rendered null and void.*
3. BUDGET
 - a. **REQUIRES FIRST PAYMENT WITH SIGNED CONTRACT. The following budget payments are due by the last day of each month thereafter.**
 - b. *If the Buyer fails to make monthly budget payments on time or incurs TWO NSF BUDGET PAYMENTS, this agreement is rendered null and void.*

****COD (CASH ON DELIVERY) or RENTER'S ARE ELIGIBLE FOR ONLY THE ACH OR 100% PREPAID CONTRACT OPTION****

- Company shall not be liable for damages to the Customer or Customer's property or required to deliver propane at the Fixed Price Rate for any act, omission or circumstances beyond the control of Midland Services Inc. This means any act of God, strikes, earthquakes, fires, storms, floods, washouts, arrests and restraints of government and people, civil disturbances, explosion, breakage or accident to machinery or lines of supply piping, freezing of wells, the necessity or making repairs to or alterations of machinery, the inability to obtain materials, supplies, permits or labor, any laws, rules, orders, regulations or a transporter of the product to or for the Company.
- **Your delivery status will remain as currently set up. Please contact the office to confirm or change your current delivery setup.**

2024-2025 SEASON



TOWN OF LA POINTE
 PO Box 270
 LA POINTE, WISCONSIN 54850TOW
 715-747-6913

(5) TB, TA, A, Clerk, Public

GOVERNMENT AGENCY TAX EXEMPT
 - All Sales are Tax Exempt -

Purchase Order Form

Date of Request 9/5/20 Is this Expenditure Currently in the Budget? Y N
 Requester's Name Ben Schram If not, where will funds come from? _____
 Budget Line Item # 53630-390 Currently in budget line item \$ 6,597.06
 Project Name Additional Compactor Repair Date Needed 9/11/20
 Purpose/Comments: Additional repairs needed to failed solid waste compactor

Amount Estimate \$ 2,294.95 Checked State Purchasing Y N
 Date Town Board approved: _____ SDS Needed? Y N

Purchasing policy recommends attaching 3 vendor quotes/estimates.

Recommended vendor: Fleet Genius Amount \$ 2,294.95
 Vendor #2 _____ Amount \$ _____
 Vendor #3 _____ Amount \$ _____

Why did you pick this vendor? Specialy repairs on specialty equipment.

Chairperson _____ Date _____
 Supervisor 2 _____ Date _____
 Supervisor 3 _____ Date _____
 Supervisor 4 _____ Date _____
 Supervisor 5 _____ Date _____

Publishing/posting Needed? YES NO If yes, date(s) _____

Actual Cost _____ Actual Purchase Date _____

Revised 4/17/24

RECEIVED

SEP 5 2024

Initial: dg BS

Invoice



FLEETGENIUS

FleetGenius, LLC Compactor Solutions
 PO Box 715289
 Cincinnati, OH 45271-5289
 www.fleetgenius.com
 866-549-5310

Date	Invoice #
8/29/2024	CS6200

Bill To
Town of La Pointe 240 Big Bay Rd LaPointe WI 54850 United States

Ship To
Town of La Pointe 240 Big Bay Rd LaPointe WI 54850 United States

P.O. Number	Terms	Rep
	Net 30	Joanne Jones

Quantity	Description	Price Each	Amount
2	Service Hours	\$98.00	\$196.00
13	Travel Hours	\$85.00	\$1,105.00
692	WI-Mileage	\$0.55	\$380.60
1	FG:FG-Silicone	\$23.13	\$23.13
2	FG:FG-Rags	\$3.00	\$6.00
4	2 Amp Fuse	\$15.40	\$61.60
1	D05 Single Coil Valve	\$398.72	\$398.72
1	Transformer TB150B008C	\$123.90	\$123.90
Remit:		Subtotal	\$2,294.95
		Sales Tax ()	\$0.00
		Amount Due	\$2,294.95

REMIT TO INFO
 ACH Payments:
 KeyBank
 1700 Bausch and Lomb Pl.
 Rochester, NY 14604
 Routing # 021300077
 Account # 329681394493

Checks:
 PO Box 715289
 Cincinnati, OH 45271-5289

WORK ORDER

DATE _____

WORK ORDER PAGE _____

CUST. PO / S.O. NO. _____

CUSTOMER _____

SERVICE LOCATION Town of La Porte

412 Big Bay Rd

La Porte, WI

CALLED IN BY _____

CONTACT PERSON _____

PHONE _____

CONTACT PHONE _____

DESCRIPTION OF PROBLEM / SERVICE REQUEST	EQUIPMENT TYPE & SERIAL NO.
	Harmony 1200

DESCRIPTION OF SERVICE(S) PERFORMED

Upon arrival found Transformer to be shorted out. Replaced and found the valve to be shorted also. Replaced valve and fuses. Test ran several times. Everything works properly.

PARTS / MATERIALS USED		
QTY	ITEM #	DESCRIPTION
1		Transformer
1		A blk B blk Pto T DCS Valve
4		Fuses
2		rings
1		RTV

Time In: 7:30am Time Out: 9:30am Travel Time: _____ Overtime: Y / N Holiday: Y / N

Order Authorized By: [Signature] Date: 8/29/24 Authorized By Printed Name: MARTIN A. CURRY Service Technician Signature: _____

To be filled out by service technician:
 Is the equipment ANSI Certified? Y / N If NO please explain: _____

(5) TB, TA, A, Clerk, PWD, Payroll, Public

DATE: 9/4/2024
TO: LA POINTE TOWN BOARD
FROM: MARTY CURRY, MRF SUPERVISOR
RE: REQUEST FOR LEAVE OF ABSENCE

Please approve this official request for an unpaid leave of absence from my employment with the Town of La Pointe, effective October 1st, 2024, and ending November 4th, 2024. Please see section 710.3 of the Personnel Policy below –

710.3 LEAVES OF ABSENCE

Request for time off must be submitted in advance, in writing to the employee's Immediate Supervisor.

The Town Board will consider requests by employees who wish to take an unpaid leave of absence for personal, medical or educational reasons, providing such leave of absence does not significantly interfere with the operations of the Town.

The Town of La Pointe may continue to provide, at the employee's expense, benefits under the Medical Insurance program for up to 8 weeks, based on the employee's seniority, work record, and opportunity for continued employment.

Employees will not accrue benefits such as sick leave, vacation time and paid holidays while on leave of absence, nor will any of these benefits be paid during this time.

I understand that I will not be paid during this time period, and I will return to work at full time status for the Town of La Pointe, in my existing role and at my 2024 rate of pay on November 4th, 2024.

Evan Erickson Jr. will take on the duties of MRF Supervisor in my absence.

Thank you,

Marty Curry

RECEIVED

SEP 5 2024

Initial: dg BS

CONTRACT FOR SERVICES

This contract for services is made and entered into between the Town of La Pointe in Ashland County, Wisconsin, (the "Town") and Barany Residential and Commercial Cleaning (the "Contractor").

RECITALS

WHEREAS, the Town desires to obtain the services described herein; and

WHEREAS, the Contractor represents to the Town that it has the expertise, knowledge and experience necessary to properly perform this contract according to its terms and that it is ready, willing and able to do so,

NOW, THEREFORE, in exchange for the valuable consideration set forth herein, the Town and the Contractor hereby agree as follows:

1. Description of Services. The Contractor will, in accordance with the terms and provisions set forth herein, provide the Town with the following services:

- At the direction of the Town's facilities manager, clean the interior and exterior of the open-air chapel once a week from May through September, or upon request.
- Advise facilities manager of need for more-thorough maintenance or repairs.

2. Payment. In exchange for the Contractor providing the Town with the services described herein, the Town will pay the Contractor as follows:

- Within 30 days of receiving invoice documenting dates of service

The amount payable by the Town to the Contractor for services under this contract shall not exceed \$55 per hour, with a maximum of two hours per visit.

3. Reimbursement for Expenses. Unless modified in writing, the contractor shall bear all costs and expenses under the terms of this Contract, including those related to transportation of staff, equipment and materials; and disposal of debris.

4. Specifications. Unless modified in writing, the contractor shall provide all labor, materials, equipment, subcontractors and supervision for completion of the project.

Contractor must secure all necessary permits according to local and state laws and regulations.

The Contractor will comply with all federal, state and local regulations, including but not limited to all applicable OSHA requirements

The Contractor shall have Safety Data Sheets (SDS) for all products utilized in the course of this project. Contractor's workers shall be trained in utilizations of SDS and have the SDS available in the event of an emergency.

RECEIVED

SEP 9 2024

Initial: _____

Revised

Contractor shall, at all times, keep the site free from accumulation of waste materials, debris or rubbish caused by its employees at work. Contractor shall remove from the site all tools, surplus materials, debris or rubbish and shall leave the site and the work in a neat and orderly fashion at the completion of the work.

5. Workmanlike Manner. The services provided by the Contractor shall be provided in a workmanlike manner consistent with the terms and provisions of this contract.

The Contractor reports to the Town Facilities Manager and/or designee and will cooperate and confer as necessary to ensure satisfactory work progress. The Town may review and inspect the Contractor's activities during the term of this contract.

6. Assumption of Liability. Each party to this contract accepts and assumes and shall be liable and responsible for any and all damages, injuries, deaths, losses, costs, expenses, fees and charges caused by the acts, omissions and negligence of its own directors, officers, members, employees, agents and representatives and any subcontractors and shall protect, defend and hold the other party to this agreement harmless from the same.

Neither party to this contract shall be liable or responsible for the negligence, acts or omissions of the other party or the other party's directors, officers, members, employees, agents or representatives.

7. Hold Harmless. The Contractor covenants that it will protect, defend, indemnify and hold the Town harmless from and against any and all claims, actions and causes of action filed or asserted by any person, entity, governmental unit or department against the Town or its supervisors, officers, employees, agents or representatives, for any damages, injury, death, losses, costs, expenses and fees or charges associated with, related to or arising from any occurrence, accident or incident caused by any negligence, act or omission of the Contractor or its officers, members, employees, agents or representatives in connection with this contract and its performance.

8. Relationship Between Town of La Pointe and Contractor. With respect to this contract, the Contractor shall be an independent contractor in regard to the Town and not an employee of the Town. As such, the Contractor shall, in accordance with §102.07(8)(b) Wisconsin Statutes:

- a) Maintain its business separate and apart from the Town.
- b) Hold a Federal Employer Identification Number for its business or else file a self-employment income tax return with the IRS reflecting its status.
- c) Control the means of performing this contract.
- d) Incur the main expenses related to the services provided under this contract.
- e) Be responsible for the satisfactory completion of the services provided for herein and be liable for a failure to complete the work or service specified herein.
- f) Receive the compensation provided for herein on the basis provided for herein.

- g) Realize a profit or suffer a loss under this contract, depending on how the Contractor performs.
- h) Have continuing reoccurring business liabilities and obligations.
- i) Operate a business, the success or failure of which depends on the relationship between business receipts and expenditures.

9. Proof of Insurance. Within five (5) business days after signing this contract, the Contractor shall file with the Town Administrator written documentation establishing that the Contractor has in effect the following types and amounts of insurance coverage:

- a) Worker's compensation insurance of at least \$500,000 each accident.
- b) Commercial liability insurance with limits of at least \$1,000,000 per occurrence/\$1,000,000 aggregate.
- c) Comprehensive automobile liability insurance of at least \$1,000,000 per occurrence/\$1,000,000 aggregate.
- d) The Town of La Pointe must be listed as additional insured.

No payments will be made to the Contractor until the current certificates of insurance have been received and approved by the Town Administrator. If the insurance as evidenced by the certificates furnished by the Contractor expires or is canceled during the term of the contract, services and related payments will be suspended. Contractor shall furnish the Town Administrator with certification of insurance evidencing such coverage and endorsements at least ten (10) working days prior to the commencement of services under this contract and shall provide for 30-day written notice to the Certificate holder of cancellation of coverage.

10. Default; Termination. In the event of a default by either party in the performance of an obligation under this contract which continues for a period of twenty (20) days following written notice thereof to the party in default, the other party to this contract may terminate this contract by written notice to the party in default.

11. No Assignment. Neither party to this contract may assign their rights or obligations under this contract to another, in whole or in part, without prior written consent of the other party. Any assignment or attempted assignment in violation of this provision shall be null and void.

12. Applicable Law; Venue. This contract shall be interpreted under the laws of the State of Wisconsin. Any suit or proceeding relating to this contract shall be venued in Ashland County, Wisconsin.

13. Entire Agreement; Amendment. This contract sets forth the entire understanding and agreement between the parties relating to the subject of this contract and supersedes and replaces any prior discussions, negotiations and agreements, oral or written. This contract may be amended only by a writing signed by the undersigned.

14. **Binding Contract.** Each of the undersigned states they have read this contract in its entirety, that they understand each of its terms and provisions and that they sign the same freely and voluntarily, intending to be legally bound hereby. The terms provided for herein shall be effective through April 30, 2025.

15. **Notice.** Any notice to either party under this contract shall be in writing and be served either personally or by registered or certified mail addressed as follows:

To the Town:

Administrator
Town of La Pointe
PO Box 270
La Pointe, WI. 54850
administrator@townofla-pointe.wi.gov

To the Contractor:

Barany Residential and Commercial Cleaning
50401 Beaser Road
Ashland, WI 54806
715-292-1864
baranycleaning224@yahoo.com

IN WITNESS WHEREOF, the undersigned have executed this agreement:

Approved by Town Board (date): 4/23/24

The Town of La Pointe (the Town) Board Chair


Signature 

Date 4/23/24

Printed Name Glenn W. Carlson

Full Legal Name of Contractor

Barany Res/com cleaning LLC

Signature 

Date 4-24-24

Printed Name J. Barany

Title owner

Dorgene Goetsch

From: Ben Schram
Sent: Wednesday, September 4, 2024 2:10 PM
To: Dorgene Goetsch
Subject: Fw: Chapel Cleaning
Attachments: Document_2024-09-02_121953.pdf

From: Edward Michael <eamichael1@gmail.com>
Sent: Tuesday, September 3, 2024 2:48 PM
To: Ray Hakola <facilities@townoflapointewi.gov>
Cc: Ben Schram <foreman@townoflapointewi.gov>; glenncarlson453@gmail.com <glenncarlson453@gmail.com>
Subject: Chapel Cleaning

Ray,

As we discussed last week, I have been very disappointed with the chapel cleaning this year. The benches haven't been polished regularly, the walls, inside and out, do not look like they have been wiped down, no one has attempted to dust the ceiling and stained glass window (the Town should still have the 20' dust mop we purchased 2 years ago) and there are cobwebs in most all of the corners. Thanks to you personally going out there occasionally and Waggie blowing the leaves and grass out whenever she mows, it doesn't look bad, but that is not the point—there is plenty of money in the maintenance fund to keep it looking excellent! (The Town received \$5,928 this May from the Michael Chapel Fund, 50% or \$2,964, for routine maintenance.)

I have attached two previous memos regarding the maintenance. The June 30, 2019 memo covers the expectation of two cleanings and 3 hours per week being spent on the chapel. The June 8, 2023 memo goes through the problems noted last year plus a reminder that all the funds received for the chapel can only be used on the chapel, not for any other town expenses such as the cemetery, so there is no incentive to save on the chapel cleaning.

You mentioned that the Washburn group that was contracted last year did not renew and that you are short of staff to work regularly on the chapel. I just do not understand why it is difficult to find someone, an outside contractor or a Town employee, to spend 3 hours a week on the chapel. Waggie would be perfect but sadly she wants to do less work and told me she wouldn't do it. This will be an opportunity when Waggie retires but in the meantime the Town must find someone that can be counted on for all next summer.

I look forward to any questions or comments you may have, Ted

RECEIVED
SEP 5 2024

Initial: dg

From: Edward Michael eamichael1@gmail.com
Subject: Chapel
Date: June 8, 2023 at 12:51 PM
To: Ray Hakola facilities@townoflapointewi.gov, La Pointe, Town Of foreman@townoflapointewi.gov

Ray and Ben,

The granite floor looks great, thanks for getting that done so quickly. And I think it is a great idea to hire an outside contractor for the cleaning to take the pressure off your crew. A few other comments:

—the chapel didn't get a decent spring cleaning this year. Note that the interior white walls were not washed and have some black streaks on them. The ceiling needs a good dusting (you have the long pole I believe) and the dove hand washed or dusted with a very tall ladder, it is delicate

—the exterior also needs washing with a soft brush, I think a pressure washer would be harmful

—I am disappointed with the cleaning/polishing to the benches and railings. It looks like someone has been using a cleaner and perhaps paper towels that dulls the finish. The benches and railings are furniture grade mahogany with 4 coats of marine varnish and should be cleaned and polished like fine furniture. I have dropped off another bottle of the Orange Glo wood cleaner and polish that I have used in the past. This is a quick, safe product but the polish doesn't last. Please encourage the leaning crew to use a better wax, and cotton cloths for the polishing, if they have one

—I would also request that the crew goes to the chapel twice a week, say Tuesday for 1 hour as well as Friday for 2 yours as you mentioned. And definitely every time it rains to get the water off the benches. The more the mahogany is polished and protected will help extend the time between re-varnishing which will be a very big job.

Finally, please remember that the Chapel Fund donation that is received by the Town each year (\$6,175 this year) can only be used for the chapel maintenance and repair. Excess funds do not help the Town's other budget needs. so please do not be stingy with the time the outside cleaning crew spends.

Please let me know if you have any questions or comments, Ted 772-532-1130

From: Edward Michael eamichael1@gmail.com
Subject: Maintenance Fund
Date: June 30, 2019 at 2:24 PM
To: Potswald Lisa administrator@townoflapointewi.gov, Nick Montano foreman@townoflapointewi.gov

Lisa and Nick,

As you know, my endowment is set up to provide approximately \$5,000 per year to the Town, \$2,500 for annual maintenance and \$2,500 for a repair fund. This first year I have directed the AIACF not to disburse the \$5,000 since it is so close to when the money was invested. I will make sure that there is \$2,500 left over in the "final accounting" for the chapel that the Town can use for the maintenance this year. No repairs should be necessary this soon.

You and I have not talked about the maintenance part before although I had some discussions with Paul Goetsch last fall. I wanted to give you my thoughts, realizing it is strictly the Town's decision on how to perform the maintenance and use the funds. I think we all want to keep the chapel as beautiful and clean as possible. Assuming a Town maintenance worker at \$17 or 18 per hour plus benefits = \$25 per hour fully loaded:

May 15—spring cleaning, take down and store window covering, power wash (lightly) walls inside and out plus the floor (and ceiling very carefully if needed), wipe down all surfaces, polish wood benches and alter and apply light coat of sealer* on stone floor.....16 hours at \$25=\$400

Memorial Day to Apple Fest, weekly cleaning on Friday, blow out debris, mop floor, wipe down benches and walls as necessary3 hours per week, 20 weeks=60 hours at \$25=\$1,500

Fall Closeup, sweep/blow out interior, wipe down benches and walls and put up the 6 window coverings.....8 hours at \$25=200

--

Subtotal
\$2,100

Contingency, cost of sealer* and light supervision of Town Foreman
400

Grand total
\$2,500

=====

Let me know if you have any questions, Ted

* The Sealer for the stone floor and side curb should only be necessary every 2 or 3 years

(5) TIB, TA, A, Clerk, ZA, Public

Date: 9/5/24
To: Town Board
From: Ed Schaffer, Zoning Administrator/dg
RE: 9/10/24 Town Board Meeting Zoning Items

1. Zoning Map Text Change

The TPC voted to recommend the Town Board approve a Zoning Map Text Change for Patrick and Kathleen Starr. Parcel # 014-00001-0400, 805 South Shore Rd. The current zoning is S-1 and they would like to change it to R-1. Their parcel is nonconforming in S-1 and unbuildable with the setbacks for the S-1 zoning. The rest of the Islewood subdivision is R-1 Zoning. If changed to R-1 their lot would be conforming and have a buildable area.

A. Consider partial refund of fee.

The Starr's paid \$1,500 (per the 2024 Fee Schedule) for this map text change. As evidenced by a wording in a memo from Ric Gilman dated 3/22/22 (attached), that this lot was always intended to be R-1. It is my recommendation that the Starr's be refunded this fee less the Town's costs of publishing.

2. Direct Sellers Ordinance Language

The TPC voted to recommend the revised Direct Sellers Ordinance draft language for item 343.3 letter G to remove regardless of Zoning District designation).

3. Signs on Street Resolution

The TPC voted to recommend that the Town Board approve a Resolution to allow directional signs to be installed on town signposts. See attached draft and suggested sign.

RECEIVED
SEP 5 2024

Initial: dg



TOWN OF LA POINTE
MADELINE ISLAND

P.O. Box 270

LA POINTE, WISCONSIN 54850

(5)TB,TA,A,Clerk,ZA,Public

Planning & Zoning Department

PHONE: 715-747-2707

CELL: 715-209-0474

EMAIL: zoning@townoflapointewi.gov

www.townoflapointe.wi.gov

March 2nd, 2022

Robert Karwath and Paula Johnston
323 N Carver Ln
Lawrence KS 66049

Dear Property Owner,

You are receiving this letter to inform you that Kathleen J. and Patrick M. Starr are applying for a driveway/road access permit for Lot 1 Certified Survey #192. They are proposing to seek access from Islewood Road.

I have asked them to clarify and verify their right of easement. In short, I have consulted with Harold (Jerry) Speckien and he states the Gatz property participated fiscally in road maintenance routinely, until a while ago. He can provide records of payment(s) if needed. I have also asked the Ashland County Land Description Office to provide historic information regarding the development of this subdivision.

→ In the recent past the Town Plan Commission recognizing that these properties were created as one development and granted lot 1 the same status as all lots as being recognized as R-1 Zoning district. The section line was an arbitrary zoning lineation for S-1 zoning and as such encumbered lots 1 and 2.

It is my opinion that this development created these lots with the intent of a common road and utility easements.

I am enclosing a schematic of the proposed driveway location, and of note they are intending to keep a treed buffer zone between the neighboring property. I will issue these permits at clarification and verification of the easement.

Ric Gillman, Zoning Administrator
Town of La Pointe

Cc; Property Owners on Islewood Road/Max Imholte/KJ Starr/TPC/file

Chapter 345 DIRECT SELLERS

GENERAL REFERENCES

Streets and sidewalks — See Ch. 394.

Zoning Ordinance

- § 345-1 Direct sales.
- § 345-2 Definitions.
- § 345-3 Standards.
- § 345-4 Prohibited practices.

§ 345-1 Direct sales.

It shall be unlawful for any direct seller to engage in direct sales within the Town of La Pointe unless the direct seller is selling on private property in the Commercial Zone, or holds a valid special event permit issued by the Town Board, or is authorized by the Town Board pursuant to § 345-3, paragraph G.

§ 345-2 Definitions.

In this chapter, the following terms shall have the meanings indicated:

DIRECT SELLER. Any individual who, for him/herself, or for a partnership, association or corporation, sells goods or services, or takes sales orders for the later delivery of goods or services, at any location within the Town of La Pointe, other than the permanent business place or residence of said individual, partnership, association or corporation. This shall include, but not be limited to, peddlers, solicitors and transient merchants. The sale of goods includes donations required by the direct seller for the retention of goods by a donor or prospective customer.

GOODS. Includes personal property of any kind and shall include goods provided incidental to services offered or sold.

PERSON. All humans of any age or sex, partnerships, corporations, associations, groups, organizations and any other description of a collection of human beings working in concert or for the same purpose or objective.

§ 345-3 Standards.

A. Unless authorized by Paragraphs F or G, direct sellers shall operate only on private property in the Commercial District. Refer to Zoning District map.

B. Direct sellers shall not block or obstruct a curb cut or public walkway.

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C. Direct sellers shall not drive stakes or other similar devices into streets or sidewalks, or to any structure (building, light pole, signs, benches, etc.) without written permission of the Town.

D. Signage must be consistent with the Zoning Ordinance, Section 5 – Signs. No off-premises signage is allowed.

E. The private property owner is responsible for securing adequate liability insurance from the direct seller if they so choose.

F. The Town Board shall have the right to approve a special event permit for any person or organization for any special event on Town property or right of way, which grants to direct sellers specified exceptions to this chapter.

~~G. The Town Board also shall have the right to enter an agreement to allow direct sellers or other merchants to conduct business on Town property regardless of Zoning District designation.~~

1. When the Town receives a request to conduct business on Town property, Town staff shall work with the applicant to outline terms of a potential agreement. The request shall be forwarded to the Town Plan Commission, which shall consider the request in a timely manner at a properly noticed meeting that provides opportunity for public comment.

2. Upon due consideration, the Town Plan Commission shall make a recommendation on the request to the Town Board.

3. The Town Board shall approve the request, reject the request, or approve the request with modified terms or conditions.

4. In deliberating, the Plan Commission and Town Board shall consider factors that include, but are not limited to:

a) whether the proposed use is compatible with and appropriate for the location and its zoning

b) the proposed use's compatibility with the Comprehensive Plan

c) whether the proposed use poses public safety concerns

d) whether the proposed use competes with or supplements existing businesses, services, or uses

e) the proposed use's likely impacts on nearby properties

f) whether the proposed use is beneficial or detrimental to the community's quality of life or the character of the surrounding area

g) whether terms and conditions in the proposed agreement are adequate, including the fee's consistency with similar rates the Town charges

§ 345-4 Prohibited practices of direct sellers.

A. No direct seller shall impede the free use of sidewalks and streets by pedestrians and vehicles.

B. No direct seller shall make any loud noises or use any sound-amplifying device to attract customers. All direct sellers shall comply with the noise ordinances in Chapter 336.

C. No direct seller shall allow rubbish or litter to accumulate in or around the area in which he or she is conducting business.

§ 345-5 Effective date.

This ordinance is effective on publication or posting.

The Office of the Town Clerk shall properly post or publish this ordinance, as required under s. 60.80, Wis. Stats.

Adopted this 15th day of September, 2020. Amended April 23, 2024. Amended XX.

RESOLUTION TO PRESENT TO TOWN PLAN COMMISSION 8-23-24

Permanent Directional Signs that indicate a Business Location are allowed with the following conditions:

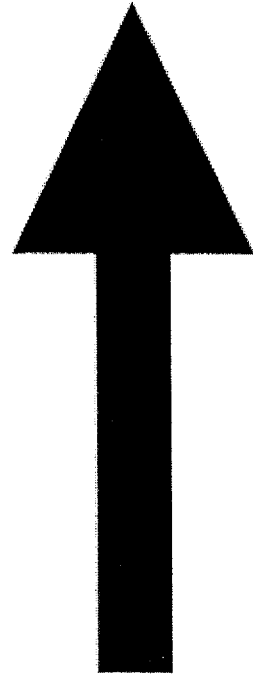
1. No more than two (2) such signs shall be allowed per business.
2. Each sign shall be 18" x 18" with black lettering on a white reflective background with a black directional arrow.
3. One (1) sign shall be attached to a designated Town of LaPointe street post and installed by the Town.
4. The second sign (optional) shall be attached to the existing fire number post and installed by the Town.
5. The fee for such signage shall be two hundred (200) dollars paid upon application. The annual fee for the sign attached to a street post shall be one hundred (100) dollars paid each year on or before February 15th. There is no annual fee for the sign attached to the fire number post.
6. The Town of LaPointe shall have the option to change any of these conditions when deemed necessary. If any of these conditions change, they will become affective Feb. 15th.

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**WOW
STUDIOS**



2.025"

1.125"

1/4"

18"

5/8"

18"

ZONING TEXT CHANGE – APPLICATION FORM

Town of La Pointe – Town Plan Commission

Petition # _____

Date Filed 6/12/24

Fee 1,500 (\$1500.00 payable to the Town of La Pointe)

Owner(s)

Name: Kathleen Starr Patrick Starr

Mailing Address: 2644 29 Av S Mpls MN 55406

Phone: 612.836.7928

Property Legal Description: lot 1 certified survey #192
A pt govt lot 1 4³5-49N-R3W

Fire Number and Road Name: 805 South Shore Rd

Parcel # 014- 00001-0400

Zoning District S1

Current use of the Property, include Improvements:

Camping

DESCRIBE SPECIFIC CHANGES IN TEXT REQUESTED:

We are requesting a map change from S1
to R1. We are non-conforming in S1 and
the neighboring properties in our subdivision
are R1. We would be a conforming lot in R1.
In addition, we are unable to meet a 50 foot side yard
setback due to the gully but we can easily
meet the R1 setback of 30 feet.

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Describe your intended use of the identified property and how it corresponds to this application:

We hope to eventually build a house on the property. Because of the non-conforming SI zoning & large setbacks, ~~and~~ and the gully, it is not currently buildable.

I certify that the information I have provided in this application is true and accurate.

Signed [Signature] Date: 6/12/24

Owner

Signed [Signature] Date: 6/12/24

Owner

Application NOT valid unless signed by property owner(s)

Fee is to be paid when application is submitted.

Remit to: Town of La Pointe, PO Box 270, La Pointe, WI 54850

For Office Use:	
Fee received <u>1500⁰⁰</u> Amount _____	By <u>Ecl</u> Date <u>6-12-2024</u>
TPC reviews <u>7/3/2024</u> schedules a Public Hearing on <u>9/4/2024</u> @ <u>430 PM</u>	
TPC deliberates issue on <u>9/4/2024</u>	
Recommends to the Town Board to	Approve <input checked="" type="checkbox"/> Deny <input type="checkbox"/> ^{MAP} Text Change
Town Board Approves _____	Denies _____ Text Change on ____/____/20__

TOWN OF LA POINTE, ASHLAND COUNTY
RESOLUTION 24-0910

Whereas; H.R. 9111 would redesignate the Apostle Islands National Lakeshore as the Apostle Islands National Park and Preserve, and for other purposes; and,

Whereas; The stated reason for the proposed redesignation is to increase tourism to create economic growth by creating more jobs, private investment in hospitality facilities and services, and public infrastructure investments; and,

Whereas; The Town of La Pointe encompasses the whole of Madeline Island, the largest of the Apostle Islands and the only island in the archipelago not in the National Lakeshore; and,

Whereas; Madeline Island's infrastructure is already stretched to the breaking point during the summer tourist season; and,

Whereas; No feasibility study has been proposed or completed to establish what private and public facilities, accommodations, and infrastructure would be required to accommodate more tourists, as well what the Federal land and our neighboring communities' capacities are for accommodating more tourists; and,

Whereas; The proposal would prohibit hunting and trapping on approximately 39,000 acres of land which are now open and available to these recreational activities; and,

Whereas; Designating Sand Island as a preserve would reduce the protection of the natural, historical and cultural resources on the island since natural resource extractions and uses such as mining and logging could be allowed and commercial development such as resorts and marinas could be allowed; and,

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Whereas; The proposal does not address the existing backlog of deferred maintenance within the Apostle Island National Lakeshore; and,

Whereas; The Proposal does not address the resources and services the Park Service needs for either the current level of visitors or for the anticipated increase in visitor use if it becomes a National Park; and,

Whereas; The current National Lakeshore designation adequately and appropriately protects the natural, cultural and historic resources while allowing for public use and enjoyment. The proposal is a 'solution' in search of a problem;

Whereas; The proposal is more than just a name change. Changing the Apostle Islands National Lakeshore to a National Park and Preserve deserves a deliberate, thoughtful, transparent, in-depth, and inclusive public process so all voices can be heard and their questions answered; and,

NOW, THEREFORE, BE IT RESOLVED, that the Town of La Pointe Board of Supervisors assembled, this 10th day of September 2024, does hereby oppose H. R. 9111 which would redesignate the Apostle Islands National Lakeshore as the Apostle Islands National Park and Preserve, and for other purposes; and,

BE IT FURTHER RESOLVED, that Representative Tiffany, as chair of the US House of Representatives Subcommittee on Federal Lands, is hereby asked to work with the House and Senate Appropriations committees to address the deferred maintenance backlog before such time as the Apostle Islands National Lakeshore is considered for National Park designation; and,

BE IT FURTHER RESOLVED, that this Resolution be sent to our elected federal officials.

Adopted by the Town of La Pointe Board of Supervisors this 10th day of September, 2024.

TIMELINE FOR 2025 LA POINTE BUDGET

DATES	ACTIVITIES
Thursday September 19, 2024	Department capital requests due to LB/GC, 9 a.m.
Friday September 27, 2024	Department budgets due to LB/GC, 9 a.m.
Friday October 11, 2024	Budget books will be available for the Town Board by 4 p.m.
Wednesday Oct. 16, 2024 (4:45 pm)	Town Board Round One budget workshop: Public Works (Roads, Parks, MRF, Airport, Dock, Cemetery), Harbor Commission
Thursday Oct. 17, 2024 (4:45 pm)	Town Board Round One budget workshop: Police, Ambulance, Fire, Library, Community Clinic
<i>Tuesday, October 22, 2024 (5 pm)</i>	<i>Regular Town Board meeting</i>
Wednesday Oct. 23, 2024 (4:45 pm)	Town Board Round One budget workshop: General Government, Committees (Affordable Housing Advisory Committee, Community Awards Committee, Energy Committee, Island Collaborative Task Force, Public Arts Committee, Town Plan Commission, Winter Transportation Committee)
Thursday Oct. 24, 2024 (4:45 pm)	Town Board Round One budget workshop: Follow-up conversations with departments, committees, commissions as necessary; final instructions to staff
Due End of October 2024	Deadline to receive tax levy from technical college
Due End of October 2024	Deadline to receive tax levy from sanitary district
<u>Friday November 1st or Monday November 4th, 2024 (4:45pm)</u>	<u>Town Board Round Two Budget workshop</u>
Tuesday Nov. 5, 2024	VOTING DAY! No budget workshop available.
Thursday Nov. 7, 2024 (4:45 pm)	Town Board Round Two budget workshop
Beginning of November 2024	Deadline to receive tax levy from school district
<i>Tuesday Nov. 12, 2024 (5 pm)</i>	<i>Regular Town Board meeting</i>
<u>Thursday, November 14, 2024</u>	<u>Town Board must finalize budget (Want to move to Tuesday 11/12?)</u>
Friday, November 15th, 2024	Town Budget must be posted

TIMELINE FOR 2025 LA POINTE BUDGET

<i>Tuesday Nov. 26, 2024 (5 pm)</i>	<i>Regular Town Board meeting</i>
Tuesday Dec. 3, 2024	Public hearing on budget; Town Meeting to finalize levy
<i>Tuesday Dec. 10, 2024 (5 pm)</i>	<i>Regular Town Board meeting</i>
Sunday, December 15th, 2024	Deadline to submit Levy Limit Worksheet to DOR

(5) TB, TA, A Clerk, Pwd. Police, Police

SPECIAL EVENT PERMIT

FILE NUMBER _____

Organization/Sponsor(s) of Event: Medicine Island Museum/WI Historical Society

Contact: W. L. ... (First Name) W. L. ... (Last Name)

Address: 206 Calumet Woods Avenue
La Porte (City) WI (State) 54850 (Zip Code) 715.471-5817 Phone:

E-mail address: medicinesislandmuseum@wi-historical.org

Date(s) Requested: Sept 22 29 30

Mapped route (if any): Request blocking off Cal Woods ave all day/evening
Wed, Sun, Monday for Treaty Day activities

Description of event: Corn & Wild Rice Processing, food prep

I/We have read the attached §347-12 Special Event Ordinance and agree to abide by said ordinance. I/We agree to pay for the cost incurred by the Town for the event (50% of anticipated costs due with permit application, remainder due after event once costs are totaled):

Michelle ... Signature 8/27/24 Date
Deposit Paid: \$ _____ Received by: _____ Date: _____
Amount Paid: \$ _____ Received by: _____ Date: _____
Amount Refunded: _____ Date: _____

THIS PERMIT WILL BE VALID ONLY FOR: _____ TO _____
(Start Date & Time) (End Date & Time)
Approved by Town Clerk: _____ (Date)
(Signature of Town Clerk/Deputy Clerk)

Permit: \$150.00 Deposit: \$100.00
(Please pay with 2 separate checks.)

RECEIVED SEP 8 2024
Fees approved by Town Board December 12, 2023 for 2024

Initial: def

Town of La Pointe Agreement for Use of Lot S

This Agreement is entered into on August 31, 2024 between the Town of La Pointe (hereinafter "Town") and Dahl Construction (hereinafter "User"), a corporate entity.

The Town and User agree to the following:

- 1) The Town owns land on Sunny Slope Road known as "Lot S" – the Ice Road lot (hereinafter "Premises").
- 2) The Town desires to ensure that the User can utilize the Premises to store construction materials at a time of year when the Premises is generally vacant. To assist with this, the Town agrees to allow use of the Premises by the User from Sept. 1, 2024 through Sept. 30, 2024.
- 3) The User will pay the Town at a rate of \$300 as only a portion of the Premises is being used. The User and Town agree that this does not constitute nor create a tenant/landlord relationship.
- 4) The Town will cover the cost of any necessary utilities. If requested, the Town will maintain the grounds (including lawn care and snow removal) / maintenance the structure to the extent possible without interfering with User's activities.
- 5) The User will assume responsibility for personal property kept on the Premises. Any personal property remaining on the Premises after the termination of this Agreement shall be deemed abandoned.
- 6) The Town will provide General Liability/Property Damage Insurance on the grounds and any Town-owned structures. The User will maintain adequate General Liability Insurance for activities on the Premises; the policy will name the Town of La Pointe as an Additional Insured. A copy of the Certificate of Insurance will be filed with the Town. Town reserves the right to require additional or greater insurance coverage. Failure to maintain said policy or a lapse in coverage of more than ten (10) days will constitute grounds for termination of this Agreement.
- 7) The User will protect, indemnify, and save the Town, its partners, shareholders, employees, officers, directors, agents and their respective successors and assigns harmless from and against all liabilities, obligations, claims, damages, penalties, causes of action, costs and expenses (including without limitation, reasonable attorneys' fees and expenses) imposed upon, incurred by, or asserted against the Town by reason of (a) any accident, injury to or death of persons or loss of or damage to property occurring on or about the Premises or any part thereof or the adjoining properties, sidewalks, curbs, streets or ways, or resulting from an act or omission of the User or anyone claiming by, through or under the User; (b) any failure on the part of the User to perform or comply with any of the terms of this Agreement affecting the Premises; (c) the use, occupation, condition, or operation of the Premises or any part thereof; or (d) performance of any labor or services or the furnishing of any materials or other property in respect of the Premises or any part thereof. In case any action, suit, or proceeding is brought against the Town by reason of any such occurrence, the User will, at the User's sole expense, resist and defend such action, suit or proceeding, or cause the same to be resisted and defended with counsel acceptable to the Town. Notwithstanding the foregoing, the User shall not be responsible for the negligence and willful misconduct of the Town, its affiliates or their employees: (a) resulting in any accident, injury to or death of persons or loss of or damage to property occurring on or about the Premises or any part thereof or the adjoining properties, sidewalks, curbs, streets or ways; and (b) with respect to the

performance of any labor or services or the furnishing of any materials or other property in respect of the Premises or any part thereof.

- 8) The User is not a sub-contractor of the Town. It is further understood that the Town has no supervisory control over any of the User's principals, employees or representatives. This Agreement does not create a partnership relationship. The User understands that the use of the Premises does not constitute an endorsement of said use.
- 9) The User will use the Premises contemplated herein in compliance with all applicable federal, state, and local laws and regulations. The User represents and warrants that it has or will obtain all permits, licenses, registrations, and other approvals required by every federal, state, local, or municipal government or agency in respect to the use of the Premises.
- 10) Any disagreements or disputes will be brought to the Town Administrator for resolution as soon as possible. Should the dispute not get settled through these discussions, it is agreed that the User may bring the dispute to the Town Board for resolution.
- 11) This Agreement may be modified at any time by written mutual agreement of the Town and User.
- 12) This Agreement may be terminated by either party upon 30 days' written notice.
- 13) This Agreement sets forth the entire understanding and agreement between the parties relating to use of the Premises and supersedes and replaces any prior discussions, negotiations and agreements, oral or written. This Agreement may be executed in parts and counterparts, each of which, taken together, represent one Agreement. Signatures may be made electronically. A copy of this Agreement shall be valid as an original.

Town

User

Glenn Carlson, chair

Signature, Title

Attest: Alex Smith, clerk

Date

Date

Contacts

Town
Town Administrator
PO Box 270
La Pointe, WI 54850
administrator@townoflapointewi.gov
715-747-6914

User
Dahl Construction Company
76440 Paulson Road
Washburn, WI 54891
jamie@dahlconstruction.com
715-292-1274

5) TB, TA, A, Clerk, Public

From: Madeline Island Public Library <director@madislandlibrary.org>
Sent: Sunday, September 8, 2024 7:17 AM
To: Dorgene Goetsch <clerk@townoflapointewi.gov>
Cc: glenncarlson453@gmail.com; Alex Smith <clerk@townoflapointewi.gov>
Subject: Re: Collaborative Committee/ Town Board regarding RFP

Hello all,

I know this is late to get to you but thought you can still forward. These are RFP submissions we received regarding the Community Center Feasibility RFP. Both submissions are above our current budget scope for just the library as our grant dollars allocated were \$8,000. I am reaching out to the Town Board to see if there is interest or funding to contribute before the Library Board recommends a submission and begins to build a financial plan. Each approach is a little different as you will read, both offer strong data to proceed with. Baker Street has expressed willingness to be creative with the process to accommodate ongoing financial navigation.

I am the carpool person for soccer on Tuesdays but can call in to the meeting to give more background, I just need to know where in the meeting I'll be.

I appreciate this being brought to the TB.

Thank you, Lauren

From: Madeline Island Public Library <director@madislandlibrary.org>
Sent: Tuesday, September 3, 2024 9:10 AM
To: Dorgene Goetsch <clerk@townoflapointewi.gov>; glenncarlson453@gmail.com
Subject: Collaborative Committee/ Town Board regarding RFP

Hello Dorgene and Glenn,

My board met last week to review the RFP submissions for the Community Center Feasibility. We receive two very good proposals, each with a different approach. Both are out of the budget we currently have available but wanted to check with TB and potentially the Collaborative Committee to see if any other financing would be available to help the effort. This brings a few questions:

1. Dorgene can I have a list of who is on the collaborative Committee so maybe I can get in touch with them.
2. Glenn can we add to a town Board meeting to see if the Town has any interest in contributing?
3. Depending on these outcomes we will have to fundraise to accomplish one of these proposals.

They range from \$36,000 with a two month turn around. to \$40,000 with a year turn around. The Library currently has \$8,000 but has other granting options depending on response from other committees. Let me know the best way to proceed. Both Proposals attached.

Thank you! Lauren

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SEP 9 2024

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Submittal Form

In compliance with the Town of La Pointe's **Request for Proposal**, and subject to all terms and conditions thereof, the undersigned offers and agrees, if this Proposal is accepted within sixty (60) days from the date of the opening, to furnish the services for the prices quoted within the anticipated timeframe.

Authorized Signature: James Radford

Printed Name and Title: James Radford, President

Date: August 15, 2024

Respondent's Name: Baker Street Consulting Group, LLC.

Federal EIN: 82-1097450

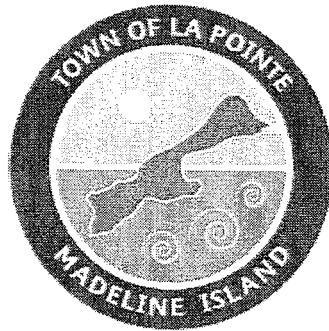
Business Address: 404 Virginia Drive, Stevens Point, WI 54481

Business Contact Representative: James Radford, President

Phone: 314-369-7751 Email: jradford@bscgmail.com



*Our Approach to Conducting a
Feasibility Study for the
Town of La Pointe Community Center*



Requested By: The Madeline Island Library Board
Town of La Pointe - Madeline Island, Wisconsin
August 2024

I. Introduction

The Situation

At the request of the Town of La Pointe, Wisconsin Board of Supervisors, “*The Madeline Island Library Board is accepting Proposals for a Feasibility Study to determine the need for a “community center” on the island. Key questions include assessing the community’s actual need for this type of space, determining the most important unmet activities or uses, the types of space needed for those activities or uses, possible new or repurposed locations, and funding strategies*” (RFP – July 13, 2024).

The idea of developing a “community center” to serve the growing population of the town of La Pointe and surrounding communities on Madeline Island has been under review and consideration, since at least 2004. There exists within the community differences of opinion about defining the concept and details related to a community center. Following the framework contained in the Town’s Comprehensive Plan, the purpose of the Feasibility Study is to provide specific recommendations regarding the creation of a set of specific recommendations to serve as a roadmap for a new community center, that could improve the quality of life for island residents and visitors well into the future.

II. Our Approach – A Highly Experienced Team

Baker Street Consulting Group (BSCG), Stevens Point, WI, in partnership with The Boldt Company (Boldt), Appleton, WI, is pleased to submit this proposal for a comprehensive Feasibility Study to determine the need for a community center on Madeline Island. Benefitting from a careful review of the data and information regarding this project that already exists, our study will focus on assessing community needs, identifying space requirements, exploring locations, and considering funding strategies. Our team brings together BSCG’s extensive experience in feasibility studies and developing creative fundraising strategies with Boldt’s renowned expertise in architecture, construction, and project management, throughout Wisconsin, the Midwest, and globally.

This professional collaboration ensures that the Town of La Pointe will benefit from a comprehensive, end-to-end approach to the Community Center project, from initial feasibility assessment through potential design and construction phases. Furthermore, our approach aligns with the Town’s Comprehensive Plan, emphasizing strong community collaborations and partnerships with diverse local entities.

Our joint Baker Street-Boldt Company Team offers:

- Decades of combined experience in community projects, feasibility studies, and capital campaign fundraising or other creative funding
- A deep understanding of both the financial and practical aspects of developing a vital resource such as a community center

- Demonstrated local knowledge of, and a commitment to, Wisconsin communities
- Proven methodologies for completing effective preconstruction planning, collaborative community engagement, and detailed needs assessments for public-private partnerships
- The ability to provide valuable insights on aspects of new construction, repurposing existing facilities, fundraising feasibility, and general support and interest in this project vision
- A solid track record of successful completions of similar projects
- Experience and data make all the difference in the preconstruction process

The Baker Street-Boldt Company Team will focus on the following key activities:

Our number one goal is to ensure that the vision and construction align and that the proposed project has the best probability for a successful outcome.

- Aligning our recommendations with the framework contained in the Town's Comprehensive Plan
- Assessing the community's actual need for a community center space through comprehensive stakeholder engagement and data analysis.
- Determining the most important unmet activities or uses in the community through surveys, interviews, and focus groups.
- Analyzing the types of spaces needed for identified activities or uses, leveraging Boldt's expertise in architecture and space planning.
- Exploring possible new or repurposed locations for the community center, considering factors such as accessibility, cost-effectiveness, and community impact.
- Investigating various funding strategies, including public-private partnerships, grants, and other innovative funding models.
- Evaluating the potential for shared use of spaces, particularly with the local school district.
- Providing a comprehensive report with actionable recommendations based on our findings.

About Baker Street Consulting Group

The name Baker Street Consulting Group pays homage to Sir Arthur Conan Doyle's character, Sherlock Holmes, the world's greatest consulting detective. Like Holmes, we approach each project with a great deal of strategy, thoroughness and hard work.

Originally founded by Jim Radford in 1995 in Stevens Point, Wisconsin as Holmes, Radford & Avalon, Inc., Baker Street Consulting Group was created in early 2017 to provide services exclusively to Wisconsin nonprofit organizations. Baker Street is a firm

based upon a solid tradition of nearly 30 years of experience serving more than 240 nonprofit clients in Wisconsin and the Midwest. We have successfully conducted well over 170 feasibility studies and directed nearly 130 capital campaigns, 90% of which reached or exceeded their goals.

BSCG is distinguished by our depth of thoughtful feasibility studies, major gift experience, leadership abilities and fundraising skills to drive campaigns forward. We are collaborators with our nonprofit client partners, and we are a dependable, action-oriented firm when it comes to achieving study and campaign goals. Our References and Track Record Highlights of Feasibility Studies and Campaigns is included as Appendix items.

Baker Street's Consultants have been involved in a range of projects ranging from Annual Fund Programs for health, educational, cultural and social service programs, to multi-million dollar Capital Campaign Programs in the \$2 - \$5 million for organizations like Fort Memorial Hospital, Portage County Public Library, Cedar Community and Oshkosh Community YMCA in Wisconsin, all the way to \$20+ million campaigns for institutions such as Friends of Devil's Lake State Park Interpretive Center, Shriners' Hospitals for Children – St. Louis, and the magnificent restoration of St. Louis' Central Public Library.

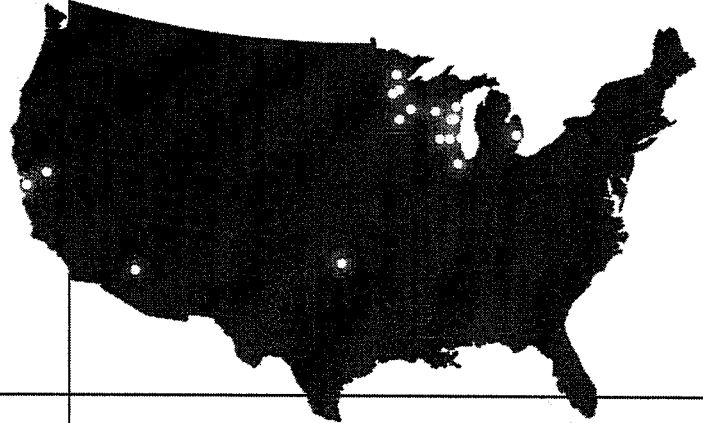
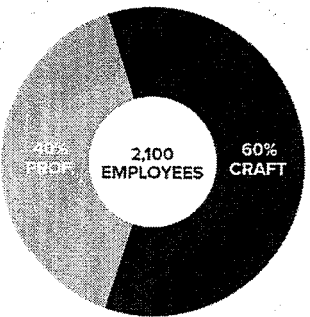
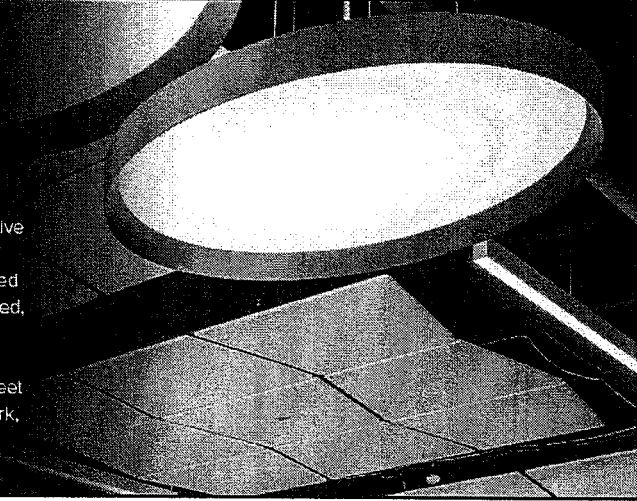
About The Boldt Company

To deliver visions and value for customers and communities over the last 130+ years, Boldt ensures every project has one thing in common: true partnership. Boldt's preconstruction team works closely with project owners to develop a clear understanding of what project success looks like, and then brings to the table trusted trade partner experts to deliver innovative solutions that drive project value. Backed by extensive experience and cutting-edge technology — that's preconstruction done right.

BOLDT OVERVIEW

WE EXIST TO ACHIEVE THE EXTRAORDINARY

We've stayed true to what Martin Boldt first set out to be—an honest and reliable contractor. Hard work, an innovative spirit, and a commitment to our values have helped us grow into one of the largest professional services firms in the United States. Expanding beyond construction, we have an integrated, multi-disciplined team of design professionals, providing services that span the project lifecycle. We're dedicated to growing alongside our clients and partners to continue to meet their needs and the needs of the communities where we work, for the next century—and beyond.



BOLDT AT A GLANCE

1889year organized
 4th generation family / employee ownership
 18 offices nationwide
 2,000+ employees on average
 \$1.5B+annual construction volume
 Corporation type of firm

OFFICE LOCATIONS

Phoenix, AZ	Sacramento, CA	San Francisco, CA
Chicago, IL	Detroit, MI	Cloquet, MN
Rochester, MN	St. Paul, MN	Minneapolis, MN
Oklahoma City, OK	Appleton, WI	Eau Claire, WI
Green Bay, WI	Madison, WI	Milwaukee, WI
Waukesha, WI	Stevens Point, WI	

OUR VALUES: HONESTY | FAIRNESS | HARD WORK | PERFORMANCE | LOVE OF CONSTRUCTION
OUR VIRTUES: HUMBLE | HUNGRY | SMART | RELIABLE | GRITTY

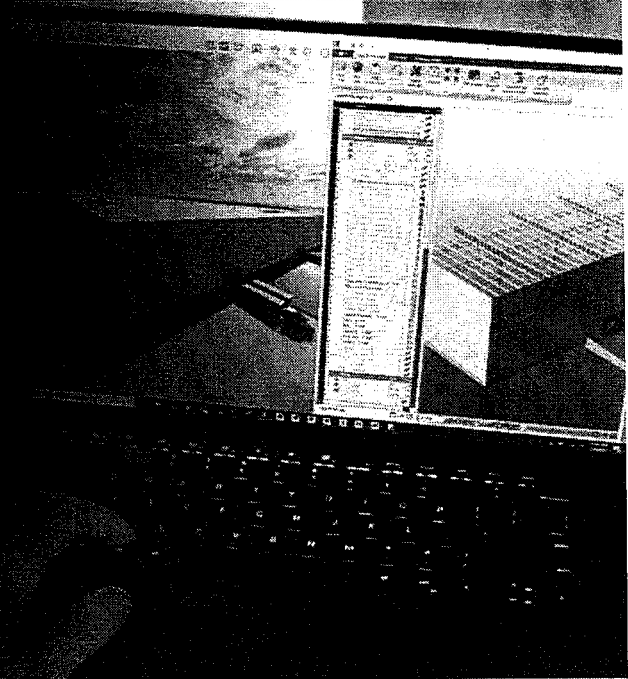
BOLDT.

BOLDT DESIGN TEAM OVERVIEW

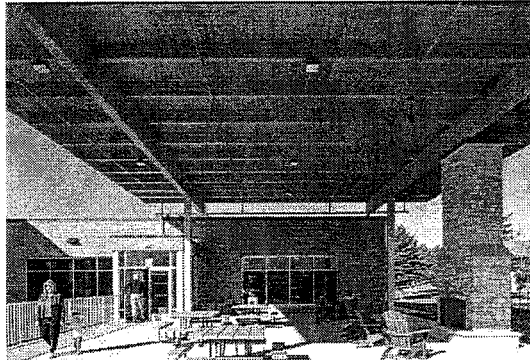
SERVICES BEYOND CONSTRUCTION

Project development is complex. From planning and design through commissioning and closeout, there is tremendous potential for waste and costly missteps. To help alleviate these risks Boldt offers a truly integrated project team that spans the project lifecycle from concept sketches through the end of construction. Having all of these team members under one roof allows you to get greater value from your project.

Boldt brings an integrated, multi-disciplined team of design professionals to your project, providing services that span all phases of the project lifecycle. We offer a balanced portfolio of planning, design, and construction expertise, that allows us to provide solutions that align with your needs, promote your culture, and meet your budget. Our goal is to provide you innovative Solutions for the Best Value.



OUR SERVICES:



ARCHITECTURE

At Boldt, we understand that the journey from concept to reality can be complex, and our team of skilled architectural professionals will work with you to develop your project from an initial concept through completion of construction. And during that process, ensure that your vision is carried out and your budget is met.

With Boldt's leadership and collaborative spirit, we guarantee seamless coordination of resources, all focused on achieving your project's goals and objectives with precision and passion.

BOLDT.

DESIGN PROCESS OVERVIEW



TEAMWORK - BRINGING YOUR PROJECT TO LIFE

GATHER - ESTABLISHING YOUR GOALS AND VISION

During this early phase of design we want to develop a clear understanding of your goals and help you envision what your project could be. Our design team accomplishes this by asking questions and discussing your needs before we start drawing. We will also discuss if it is appropriate to complete tours of similar facilities or get your stakeholders together for a visioning session.

As this information is gathered we will work alongside you to create a program of spaces for your project, determine desired adjacencies, and start to develop project budgets as we create conceptual plans and renderings for review and discussion.

DEVELOP - REFINING THE DESIGN

As the design process progresses we begin to refine the approved design concept and bring the full design team on board.

Design discussions at this stage become more technical as we work with you to understand how your building systems should function and what special needs may exist. Regular progress meetings are held to confirm that your expectations are being met and to discuss any potential design changes as early as possible. By the end of this phase, a complete set of construction documents will be prepared and are used to produce a final cost estimate of the project.

DELIVER - CONTINUING OUR INVOLVEMENT DURING CONSTRUCTION

The design team's efforts don't stop as the project's construction begins. Working as your advocate we make regular visits to the project site to ensure that the design intent is met and that your vision and goals are maintained.

While in the office we are processing requests for information, reviewing shop drawings, and helping to alleviate any issues that may arise on site. All in an effort to help the construction process go as smoothly as possible.

MAINTAIN - KEEPING THE RELATIONSHIP STRONG

Once construction is complete and you have started to utilize your new facility we want to remain your trusted resource if any questions or concerns may come up. We believe in the strength of relationships in design and construction and are available when you need us.

BOLDT.

III. Scope of the Project

The Scope of the Project is described below and contains an outline of the work proposed to be completed during the study process. It includes specific details, timeline, assignments of key duties, and progress milestones.

<u>Activity</u>	<u>Lead Agent</u>	<u>Week Completed</u>
The scope of the Feasibility Study will include:		
3.2.1 Prioritizing community needs based on realistic space and service assessments; previous surveys; and this guidance from the Town’s Comprehensive Plan:	BSCG	Aug. 27 and 30
3.2.1.1 What purpose does a community center serve? Is it a physical place (or places)? Is it a coordinated schedule of activities or programming? Who pays for it and coordinates it, including ongoing staff and operations costs?	BSCG	Sep. 6
3.2.1.2 Which activities are “needs,” which are “wants,” which are available (and who provides them), and which are not available?	BSCG/Boldt	Sep. 6
3.2.1.3 Which activities take place in existing space, and which require new space?	BSCG/Boldt	Sep. 6
3.2.1.4 Is a partnership or multi-use project with the La Pointe School or other entity possible?	BSCG	Sep. 13
3.2.2 Assessing existing conditions, including assessing how well existing buildings could serve priority activities and uses, and how much renovation would be required to serve those uses.	BSCG/Boldt	Sep. 6
3.2.3 Reviewing models of operation in other communities, especially cooperative ventures, shared use spaces such as gyms between a municipality and a school district and intermunicipal spaces.	BSCG	Sep. 13
3.2.4 Identifying desired amenities, possible locations (including part of a new school building), and projected costs.	BSCG/Boldt	Sep. 20

3.2.5	Exploring funding strategies for constructing, operating and maintaining a prospective facility, including consideration of public/private opportunities.	BSCG	Sep. 27
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IV. Methodology

Our approach to the La Pointe Community Center Feasibility Study combines rigorous data collection with deep community engagement and collaboration. Our methodology includes:

1. **Community Needs Assessment:** We will employ a mixed-methods approach, including:
 - A review of online and paper surveys distributed to year-round and seasonal residents
 - With input from the Library Board, BSCG will schedule and conduct in-depth interviews with 10-12 select key stakeholders (e.g., community leaders, business owners, school officials)
2. **Spatial Analysis:** Utilizing Boldt's expertise, we will:
 - Conduct 1 onsite visit to meet necessary groups and tour existing buildings as required. Also to assess potential locations
 - Analyze existing community spaces and their usage
 - Develop preliminary space requirements and recommended amenities based on identified needs
3. **Comparative Analysis:** We will research and analyze successful community centers in similar communities, focusing on:
 - Operational models
 - Programming and related amenities
 - Funding structures
4. **Financial Feasibility:** Our analysis will include:
 - Preliminary cost estimates for construction/renovation
 - Projected operational costs
 - Potential funding sources, including grants, donations, and public funding
5. **Sustainability Planning:** We will assess long-term viability, considering:
 - Energy efficiency and environmental impact
 - Operational sustainability
 - Community support and engagement

6. Fundraising Feasibility

- Determine the strongest Case for Support
- Identify potential funding partners and levels of support
- Recommendations regarding fundraising/financing positioning ideas

Throughout the process, we will utilize data visualization tools and collaborative project management software to ensure clear communication and efficient progress tracking. Drafting and modeling of existing or new buildings is not included in this study.

V. Timeline

We are committed to meeting the timeline specified in the RFP, however, we understand that the project timeline may need to be adjusted based on the contract award date and the Town of La Pointe's preferences. While we are prepared to begin work on August 26, 2024, we are flexible and can modify our schedule as needed to accommodate the Town's requirements and ensure a thorough and successful Feasibility Study. We are committed to working closely with the Library Board to establish a mutually agreeable timeline that meets all project objectives.

Our proposed schedule is as follows:

- **Project Kickoff:** August 22, 2024
- **Community Engagement Phase:** August 23 - September 13, 2024
- **Data Analysis and Preliminary Findings:** September 16 - 20, 2024
- **Draft Report Preparation:** September 23 - 26, 2024
- **Submission of Initial Draft:** September 27, 2024
- **Revisions and Final Report:** As per Library Board feedback

We will provide weekly progress reports to ensure the Library Board is fully informed throughout the process.

VI. Experience with Similar Projects

While both Baker Street Consulting Group and The Boldt Company have extensive experience with community projects, we want to highlight a few that are particularly relevant to the La Pointe Community Center Feasibility Study:

1. **Oregon Public Library, Oregon, WI:** BSCG conducted a Feasibility Study and subsequent capital campaign, raising \$2.5 million from the community to complement \$10 million from the Village of Oregon for a new \$12.5 million library.

2. **Oshkosh Community YMCA, Oshkosh, WI:** BSCG led a campaign raising \$13 million for the renovation of the downtown YMCA and construction of a new facility, demonstrating our ability to manage complex, multi-site community projects.
3. **Green Bay Botanical Gardens, Green Bay, WI:** Boldt's Jason Hale led the design for a multi-project expansion including an amphitheater, concessions building, and event pavilion, showcasing Boldt's expertise in creating multi-use community spaces.
4. **Campbellsport School District, Campbellsport, WI:** Boldt managed a significant expansion and renovation of the middle/high school, aligning with 21st-century learning practices. This project demonstrates our experience with educational facilities and potential synergies with the La Pointe School District.

These projects showcase our team's ability to assess community needs, engage diverse stakeholders, and deliver successful outcomes for community-centered facilities.

VII. Deliverables

Upon completion of the Feasibility Study process, the Baker Street-Boldt Company Team will provide:

1. **Comprehensive Feasibility Study Report:** A detailed document including:
 - Executive Summary
 - Methodology
 - Findings from community engagement
 - Analysis of space needs and potential locations
 - Review of existing surveys, plans, and other appropriate and available data
 - Financial feasibility assessment
 - Opinion of probable cost will be developed based upon square footage of similar projects
 - Funding strategy recommendations
 - Sustainability considerations
 - Recommendations for next steps
2. **Executive Summary:** A concise overview of key findings and recommendations for easy dissemination to stakeholders.
3. **Presentation Materials:** Slides and handouts for presenting findings to the Library Board, Town Board, and other key stakeholders.

4. **Data Appendix:** Detailed review of results from prior data collection efforts – e.g., completed surveys, interviews, and focus groups.
5. **Conceptual Designs:** If appropriate, preliminary plan diagrams or 3D renderings of potential community center layouts (provided by Boldt). These will show potential space layouts and adjacencies.

All deliverables will be provided in both digital and print formats.

VIII. Proposed Service Fees and Expenses

Total fees for professional services for the Feasibility Study will be \$36,000. This is our “flat rate” to complete the study and expenses such as travel and materials have been built into this cost. We request fee payments in the following manner:

Upon Signing of the Letter of Agreement	\$15,000
Upon Submission: Written Report & Materials (est. Sep. 27, 2024)	\$21,000
Total Professional Fees	\$36,000

IX. Required Documentation

Baker Street Consulting Group, LLC and The Boldt Company, Ltd. Are registered businesses in the State of Wisconsin and adhere to all related requirements and conditions associated therewith. We will comply with all applicable federal, state, and local laws and requirements. The schedule for billing our services and expenses is contained in this proposal.

Baker Street-Boldt Company Study Team acknowledges and will comply with the following:

- 4.1.1 - *The Library will sign a contract with the selected Respondent.*
- 4.1.2. - *The selected Respondent will be required to provide a current W-9.*
- 4.1.3. - *The selected Respondent shall be an independent contractor in regard to the Town, not an employee of the Town; as such, the selected Respondent will be required to complete a 9-Point Test.*
- 4.2. *Taxes - The Town is exempt from sales and use taxes. Upon request, the selected Respondent will be provided with the Town’s Sales and Use Tax Exemption Certificate and CES Number.*
- 4.3. *Insurance*
 - 4.3.1. *The selected Respondent (Consultant) will be required to provide proof of liability and workers compensation insurances before work can begin on this project.*

X. Personnel Assigned: Lead Consultant and Study Team Members

The Lead Consultant and Project Manager from the Baker Street-Boldt Company Study Team who will be working with you on this project is:

Mr. Jim Radford, Founder & President	Baker Street Consulting Group, LLC
Phone: (314) 369-7751	404 Virginia Dr.
Email: jradford@bscgmail.com	Stevens Point, WI 54481

Jim is available to provide further information and/or answer any questions as needed. Assisting him as part of the Baker Street Team on this project will be Mr. Zach Radford, Senior Consultant, and one additional Senior Consultant.

The Baker Street Team's Bios and Selected Relevant Work Experience are included as *Appendix A*.

The Boldt Company team will be led by Jay Grosskopf, Executive President / General Manager, and Jason Hale, Director of Architecture and Design. Jay brings over 44 years of industry experience, including work with educational institutions and public facilities.

Jason, with 27 years of experience, is a licensed architect with expertise in community buildings and visitor centers. Their combined knowledge will be invaluable in assessing the practical aspects of the community center project.

The Boldt Company Team's Bios and Selected Relevant Work Experience are included as *Appendix B*.

XI. Baker Street and Boldt Company References

Baker Street Consulting Group's references are included as *Appendix C* and The Boldt Company's references are included as *Appendix D*.

XII. Advantages of Selecting Baker Street and The Boldt Company

- Successful experience with similar communities doing studies and campaign projects in Wisconsin and throughout the Midwest
- Personal attention from senior staff who are local and readily available
- A proven method that is thorough, comprehensive and thoughtful
- A highly experienced consulting team who has worked together on numerous projects
- A solid track record and positive referrals from other assignments
- An expeditious timetable

- A fair price and user-friendly contract
- An understanding of the dynamics of organizational culture
- Cost efficiencies related to using a local firm

XIII. Our Guarantee

Baker Street Consulting Group guarantees that this project will be conducted in an honest, considerate, and intelligent manner. And, that our written report will be comprehensive, with a detailed assessment of fundraising feasibility and specific recommendations tailored to the unique needs and aspirations of the Town of La Pointe. The required Submittal Form is included as *Appendix E*.

XIV. In Appreciation

The Baker Street-Boldt Company Team is excited about the opportunity to partner with the Town of La Pointe on this important Feasibility Study. Our combined expertise in community engagement, feasibility assessment, and architectural planning uniquely positions us to deliver a comprehensive, actionable roadmap for your potential community center.

We are committed to a collaborative process that respects the unique character of Madeline Island while exploring innovative solutions to meet your community's needs. Our team stands ready to bring our experience, creativity, and dedication to this project, ensuring that the final recommendations align with your vision and the Town's Comprehensive Plan.

We look forward to the possibility of working with you to shape the future of La Pointe. Thank you for your thoughtful consideration of Baker Street Consulting Group and The Boldt Company.

Respectfully submitted,



Jim Radford
President
Baker Street Consulting Group

Acceptance of this Proposal:

Signature

Printed Name

Title

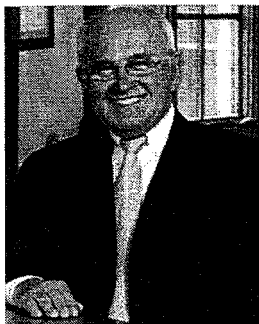
Date

Appendix

Appendix A

Baker Street Professional Staff Assigned to this Project

Jim Radford, Founder and President, will be the Lead Consultant and key contact for this project. Mr. Radford will be assisted by Mr. Zach Radford, Senior Consultant, and one additional Senior Consultant. Our Consultants have extensive experience in conducting Feasibility Studies and Campaign Programs.



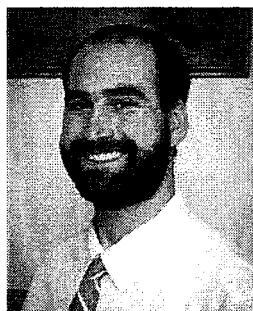
Jim Radford has steadily honed his fundraising and management skills for nonprofit organizations in a career that began in the 1970s.

Following an extended tour of combat duty in Vietnam as a member of the 5th Special Forces Group, the *Green Berets* (Airborne), Jim created an Outward Bound-style program in which returning Vietnam combat veterans worked with juvenile delinquents. He successfully led the Providence Program (working with juvenile delinquents) which ultimately became a U.S. Department of Justice National Exemplary Program.

Jim began his professional career teaching Anthropology and Sociology on the university level. He consulted frequently on issues regarding fundraising organizational development and strategic planning.

He formerly served as Executive Director of the Juvenile Diabetes Research Foundation (JDRF) in New York City as well as the Southern Illinois University School of Medicine Foundation. For more than 35 years he has provided fundraising direction for educational institutions, religious organizations, theaters, hospitals, libraries, social service organizations and many other nonprofit groups. In addition to fundraising, he consults frequently on issues regarding organizational development and strategic planning.

Jim earned his bachelor's and master's degrees in Anthropology and Sociology from Southern Illinois University at Edwardsville. He and his wife Sharon, who have been married for many years, have five children and nine grandchildren. In his free time Jim coached youth soccer for over 20 years and enjoys sailing.



Zach Radford has been working with Baker Street Consulting Group for over ten years as a consultant, writer and researcher. He has designed numerous Cases for Support and written private and public proposals for our nonprofit clients. He has also supported work on Planning and Feasibility Studies and assisted on strategic planning initiatives and fund development plans. Additionally, Zach specializes in conducting research on companies and foundations, as well as working with analytical tools, interpreting wealth screening results for individuals and assisting organizations with predictive modeling and planning.

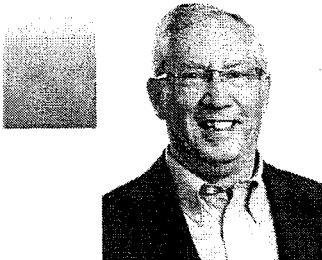
Zach holds bachelor's degrees in Literature, Anthropology, and Liberal Studies and has recently earned a master's degree in English Literature from the University of Montana in Missoula, where he currently resides. His evenings and weekends are spent reading, running, canoeing crystal-clear streams, and fly fishing for rainbow and cutthroat trout.

Baker Street's Selected Relevant Work Experience: Feasibility Studies and Campaigns

Client	Community Details	Important Considerations
Cedar Community	West Bend, WI	Goal: \$3.5 million Raised: \$5 million New World Class Alzheimer's Facilities
Evergreen Foundation #1	Oshkosh, WI	Goal: \$2 million Raised: \$2+ million goal New Wellness Center Renovation
Evergreen Foundation #2	Oshkosh, WI	Goal: \$3 million Raised: \$3+ million Extended Care Campus
Fort Memorial Hospital Foundation	Ft. Atkinson, WI	Goal: \$3 million Raised: \$3.2 million New \$40 million Replacement Hospital
Great Circle	Statewide in many small towns & metro St. Louis	Goal: \$15 million Raised: \$21.5 million Many Facilities Improvements
Winneshiek County Memorial Hospital	Decorah, IA	Goal: \$2 million Raised: \$2.7 million Hospital Renovation - ER
Operation Food Search	St. Louis, MO	Goal: \$5 million Raised: \$7 million New Major Facility to End Hunger
Oshkosh Community YMCA	Oshkosh, WI	Goal: \$12 million Raised: \$13 million Renovation Downtown & New YMCA
St. Bronislava's Catholic Church	Plover, WI	Goal: \$2.5 million Raised: \$3 million New Church
St. Louis Public Library	St. Louis, MO	Goal: \$20 million Raised: \$20 million Major \$70 million Renovation
St. Monica's Senior Living	Racine, WI	Goal: \$1.5 million Raised: \$1.4 million New Alzheimer's Unit
St. Patrick Center	St. Louis, MO	Goal: \$8 million Raised: \$13 million Became National Homeless Center Model

The Boldt Company Professional Staff Assigned to this Project

BOLDT RESUMES



JAY GROSSKOPF

Executive President / General Manager

**Years in Construction /
Years with Firm**
44 / 36

Education
B.S., Industrial Engineering
University of Wisconsin - Stout
M.S., Construction Management
University of Wisconsin - Stout

Professional Affiliations
American Welding Society
(AWS)
Technical Association of Pulp
and Paper Institute
Western Dredging Association
(WEDA)

% of time devoted to project
??

With over 40 years of experience in the construction industry, Jay has the skills, and knowledge to lead our Technical Services group. His responsibilities include overall business leadership for our staff of architects and engineers, who provide in-house design services to our operating groups and outside clients. He works with all areas of his staff to assure successful delivery of projects to the highest level of satisfaction for our customers. Since joining Boldt in 1988, Jay has worked on industrial and manufacturing projects as well as providing leadership to several service programs. He also leads Boldt's oversight team for Wisconsin's Department of Natural Resources Fox River Clean-up Project. His breadth of experience in the industry includes roles as a field engineer, project manager, construction manager, estimator, value engineer, program manager and executive.

SELECTED RELEVANT WORK EXPERIENCE:

**Northeast Wisconsin Technical College –
Various Locations, WI**
Various Locations, WI
Sturgeon Bay Boiler Replacement, Student
Center Boiler Replacement, Marinette
Campus Remodel, UDF New Building,
Sturgeon Bay Campus Remodel

Milwaukee Area Technical College
Various Locations, WI
DMC PBS Edit Suite and Office Alterations,
District wide HVAC and Electrical Upgrades,
Mequon Air Handling Unit Improvements,
Mequon Campus Geothermal & Mechanical
Services Project

St. Olaf College
Northfield, WI
Kildahl Hall remodel, Dittmann Link remodel,
Skoglund Ice Arena

Lawrence University
Appleton, WI
Kohler Hall Remodel, Brokaw Hall Registrar
Remodel, Brokaw Hall South/East Entrance
Remodel, Mudd Library Chiller Replacement,
Music Drama Chiller Replacement

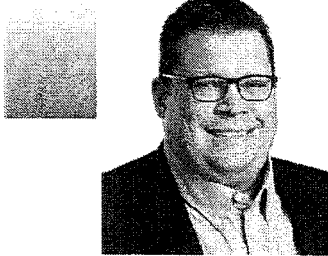
Mt. Horeb School District
Mt. Horeb, WI
High School HVAC Upgrades

Winnebago County Courthouse
Oshkosh, WI
Renovation and Security Upgrades, CBRF
Building

Grand Chute Fire Department
Grand Chute, WI
Facility assessments, new facility

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BOLDT RESUMES



JASON HALE

Director of Architecture and Design

As a veteran designer with nearly three decades of experience, Jason has a deep understanding of how the design of our clients' facilities help support their operations and goals. As the leader of Boldt's internal architecture and design group, Jason leverages his unique blend of design and construction expertise across a wide variety of commercial and industrial projects to deliver efficient, innovative, sustainable and constructable design solutions.

**Years in Construction /
Years with Firm**
27 / 1

Education
B.S., Architectural Studies
University of Wisconsin -
Milwaukee

Professional Affiliations
American Institute of
Architecture (AIA) Member

Training / Certification
Licensed Architect: WI, IL, CO,
TX, FL
LEED AP BD-C
NCARB

Recognitions
Green Bay Mayor's
Beautification Award
(2015, 2017, 2018)
Build Wisconsin Award
(2018, 2021)
Associated Builders &
Contractors of Central Texas
- Merit Award
(2020)
IDA Wisconsin - Celebrate in
Design Award
(2023)

% of time devoted to project
??

SELECTED RELEVANT WORK EXPERIENCE:

Green Bay Botanical Gardens*
Green Bay, WI

Grand Garden: Multi-project expansion of the existing botanical gardens, including amphitheater with covered stage and green room, concessions building, and event pavilion.

**Gibraltar Area School District - Library
Media Center and Classroom Remodel***
Fish Creek, WI

Remodel of the existing library and core classroom area to promote collaboration, use of technology and personalized education. Also includes remodeled main office and addition of secure entrance.

The New Dermatology Group - Clinic*
Iron Mountain, MI

New 6,760 SF clinic, with examination and procedure rooms, office space, large lobby and support spaces. Features natural design elements, including an exposed glulam structure and interlocking exterior zinc walls.

**Greater Green Bay Convention and Visitors
Bureau Visitors Center***
Green Bay, WI

New two-story visitors center and office building includes large gathering area, several conference rooms, event space, vehicle storage and workspaces.

Cerebral Palsy Center Expansion*
Green Bay, WI

Significant expansion of the existing center, totalling 64,000 SF, allowing the center to increase serve offerings and reorganize departments for operational efficiency.

**Campbellsport School District - Middle /
High School Remodel***
Campbellsport, WI

67,300 SF expansion and 56,380 SF renovation of the existing school to align with 21st century learning practices. Includes secure entrances, STEM addition, expanded auditorium, gymnasium, and various classroom improvements.

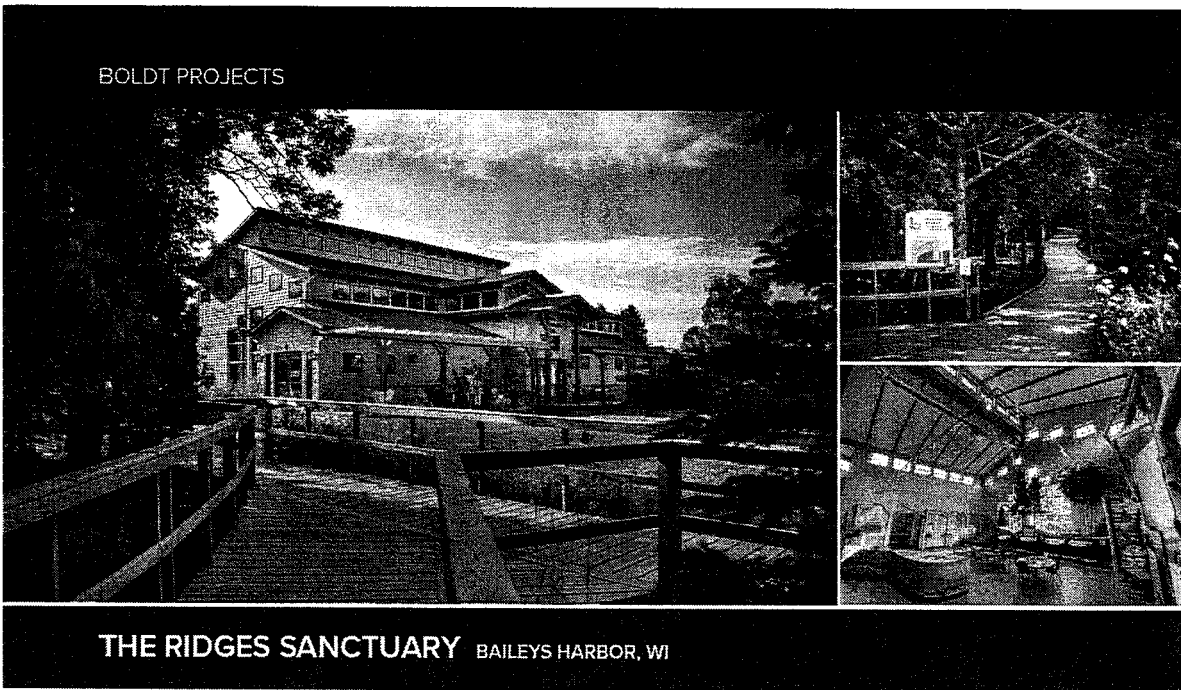
*project completed under previous employment

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References for Baker Street Consulting Group

Contact	Result
<p>Ms. Amy Johnson Director of Philanthropy <i>Cedar Community</i> 113 Cedar Ridge Drive West Bend, WI 53095 Phone: (262) 338-2819 Email: ajohnson@cedarcommunity.com</p>	<p>Feasibility Study and campaign for new “state-of-the-world” Alzheimer’s facilities. Raised nearly \$5 million on a \$3.5 million goal. Subsequently retained to create Donor Loyalty and Retention Program as well as directing a special training session on Major Gift Cultivation with senior staff.</p>
<p>Mr. Jason Sergeant Evansville City Administrator 31 South Madison Street Evansville, WI 53536 Phone: (608) 490-3595 Email: jason.sergeant@cievansville.wi.gov</p>	<p>Feasibility Study and a Capital Campaign for a \$17 million dollar project to revitalize two major city parks. The Campaign goal of \$1.7 million for the community share of the project has been surpassed! Recently, \$300,000 in matching funds were received from the Courtier Foundation in addition to a \$500,000 gift from a local donor. The campaign reached its goal ahead of schedule.</p>
<p>Ms. Jennifer Endres Way Library Director <i>Oregon Public Library</i> 256 Brook St. Oregon, WI 53575 Phone: (608) 835-6268 Email: jway@oregonlibrary.org</p>	<p>Completed Feasibility Study to determine community dollar goal and site location for a new library. Raised \$2.5 million from the community to compliment \$10 million contributed by the Village of Oregon to build a \$12.5 million library.</p>

References for The Boldt Company



The Ridges Sanctuary – Center for Environmental Stewardship consists of a one-story 7,500 sq. ft. public facility. The building includes an Interpretive Center, a multi-purpose Discovery Room, Nature Store, administrative offices and various other support spaces. The Center serves as a gateway to the on-site experience of The Ridges, a 1,600 acre nature preserve, while also providing awareness and education. Not only creating a visible entrance to the Sanctuary, it also familiarizes visitors with the site and its importance of place.

KEY POINTS

Sustainability and energy efficiency practices were the focus of this project as the building was designed and built to inspire such practices. Therefore:

- Exterior walls are covered with windows to utilize daylight
- Indoor lights are equipped with occupancy and daylight sensors
- Geothermal technology is utilized for heating and cooling through the earth's natural ground temperatures
- Boldt provided full design, engineering, construction management and LEED administrative services
- The project is the first LEED certified commercial building in Door County

PROJECT VALUE
\$1.9M

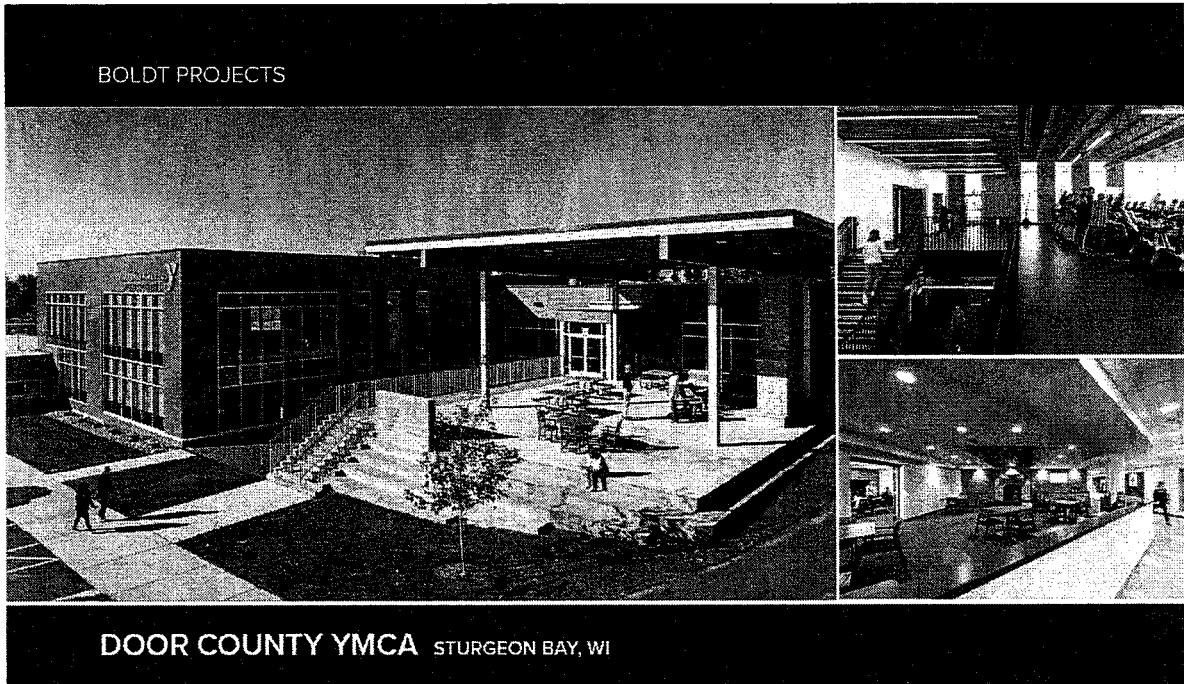
ARCHITECT
The Boldt Company

COMPLETION DATE
2015

BOLDT'S ROLE
Full Design and Engineering Services
LEED Administration
Owner's Rep
Construction Management

PROJECT CONTACT
Katie Krouse
Executive Director
920.839.2802 ext 101

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As an integral part of the Sturgeon Bay community for decades, the Door County YMCA – Sturgeon Bay Program Center has seen steady membership growth in recent years, especially among the aging community population looking to stay healthy and active. Therefore, the decision was made to build a two-story Wellness Center addition, which also required the relocation of some office space. The expanded and renovated Program Center includes indoor exercise rooms, second-floor cardio track, activity rooms, an outdoor classroom, turf field for the children's programming, family locker room, sauna, and a new lounge / reception area with a Door County stone fireplace.

KEY POINTS

- 2852 Square foot standalone glue laminated structure accompanied by a 14' tall outdoor fireplace furnished of Door County stone.
- Weekly operations meetings facilitating open member spaces for use.
- Savings to client through value engineering ideas.
- Indoor and outdoor turf fields.
- New family locker room with attached Sauna.
- New elevator for ADA access to the facility's new cardio deck.

PROJECT VALUE
\$8.6M

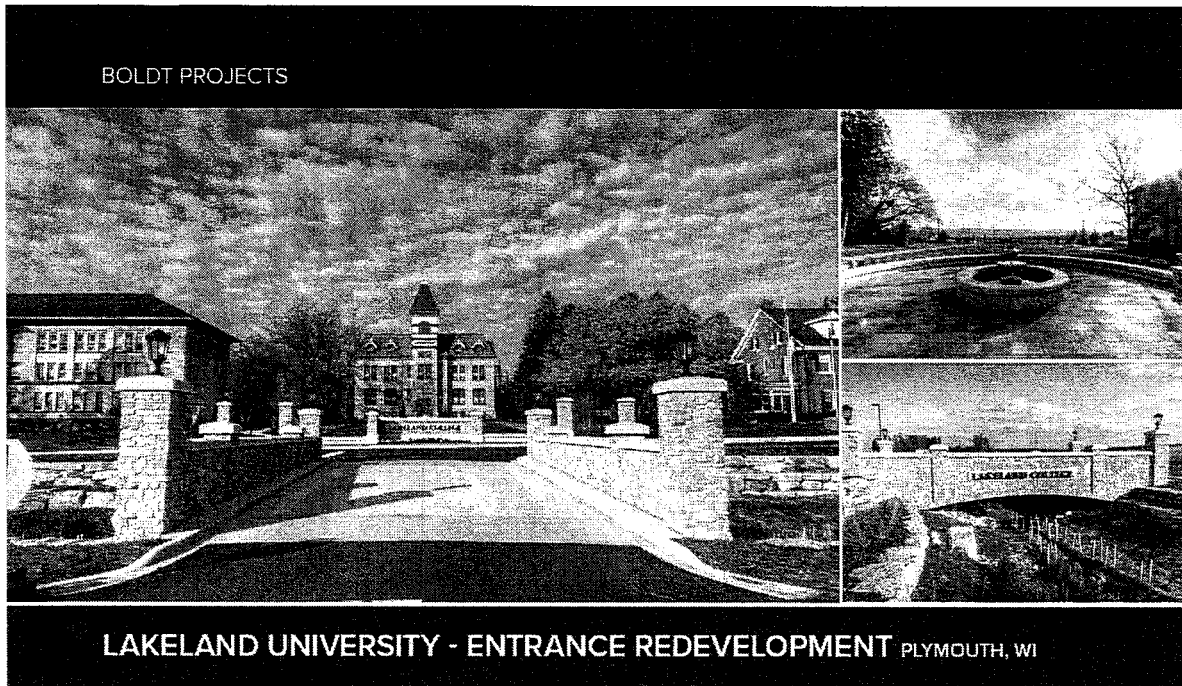
ARCHITECT
Kahler Slater
Boldt

COMPLETION DATE
2023

BOLDT'S ROLE
General Contractor

PROJECT CONTACT
Sherri Dantoin
Associate Executive
920.743.4949
Scantoin@doorcountymca.org

BOLDT.



Lakeland College is a successful regional college with continued increases in enrollment. This growth and desire for campus unification, combined with seasonal flooding issues, helped foster the need to enact part of a larger campus master plan to construct a new front campus entry.

KEY POINTS

- In order to solve the flooding issues, a new 3,000 foot stream at the front of the campus had to be constructed while maintaining an existing stream.
- The most dramatic change of all was the newly constructed grand lawn and plaza area. Set among matching masonry landscaping structures and mortar set paver walk ways, the plaza provides a dramatic compliment to the original iconic Old Main tower. Complete with a fountain and LED lighting.
- At the front of the campus, a new bridge was constructed. The main structure of the bridge is Spancrete precast concrete. The bridge was built with Door County quarried stone to give the bridge a look of having been there for many years.

PROJECT VALUE

\$3.4M

ARCHITECT

Smith Group/JJR

COMPLETION DATE

2011

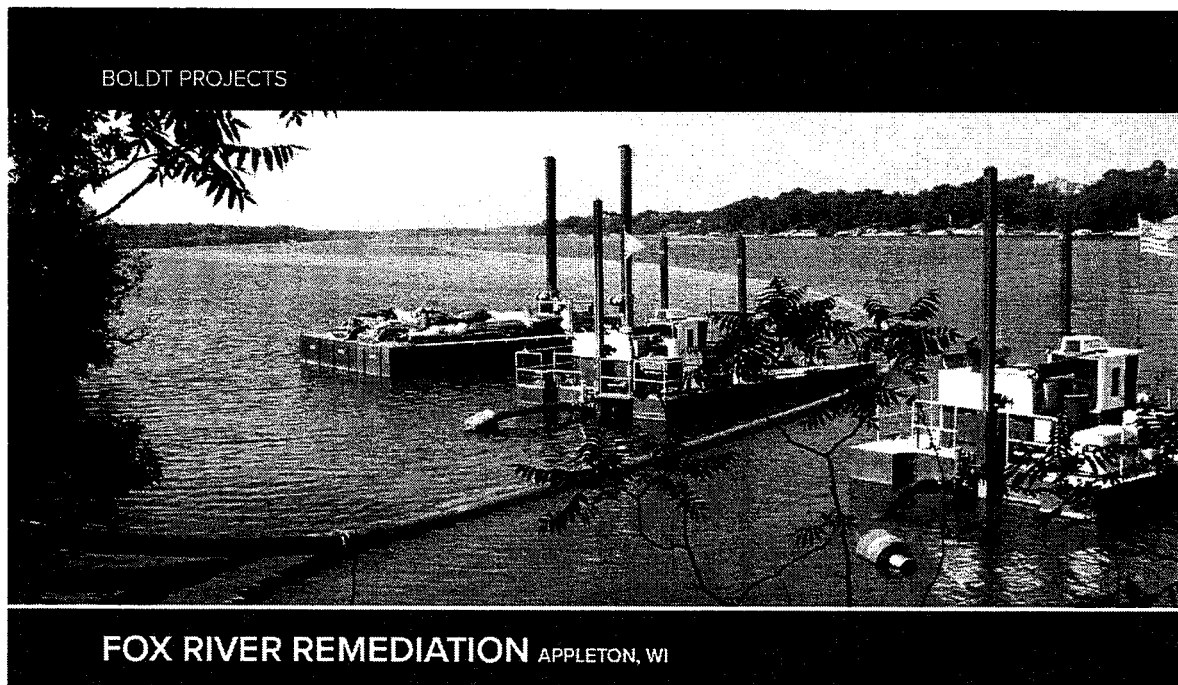
BOLDT'S ROLE

Construction Manager
Concrete Construction
Masonry Construction
Precast Erection

PROJECT CONTACT

Joe Beniger
Director of Facilities
920-565-100 ext. 2267
Beniger.JW@lakeland.edu

BOLDT.



For the past nineteen years, the Boldt Oversight Team has provided consistent technical leadership and expertise while collaborating with Agencies, responsible parties, design and contracting teams, suppliers, municipal governments, public relation groups and local communities to successfully remove PCBs from the Lower Fox River. This contract continues the significant shift in the project delivery and our team is prepared to continue the transition from active remediation to project closure and acceptance and the ongoing Long Term Monitoring Plan execution. This work represents one of the largest remedial action projects in the world, and the largest sediment remediation project implemented by the WDNR and EPA, and we strive to continue that success for another year. The main lesson learned is that a collaborative, open relationship between regulatory agencies, all team members, and the responsible parties made this project successful.



It is a shining example of what can be accomplished when we work collaboratively on goals.

— Beth Olson, Project Manager, Wisconsin DNR —

KEY POINTS

- 16 years of in-river work
- 24 years of ongoing collaboration, planning and monitoring
- Removed 6.2 million yards of contaminated sediment
- Processed and safely transported 3.3 million tons of sediment to landfills
- Processed, treated and returned 9 billion gallons of water
- Capped and covered 1,105 acres of river bottom
- Achieved 90% reduction in water PCB levels

PROJECT VALUE

\$35M

COMPLETION DATE

Ongoing

BOLDT'S ROLE

Technical Consultant

PROJECT CONTACT

Jim Killian

Water Resources Management
Specialist

608-445-4724

james.killian@wisconsin.gov

BOLDT.



Submittal Form

In compliance with the Town of La Pointe's **Request for Proposal**, and subject to all terms and conditions thereof, the undersigned offers and agrees, if this Proposal is accepted within sixty (60) days from the date of the opening, to furnish the services for the prices quoted within the anticipated timeframe.

Authorized Signature: James Radford

Printed Name and Title: James Radford, President

Date: August 15, 2024

Respondent's Name: Baker Street Consulting Group, LLC.

Federal EIN: 82-1097450

Business Address: 404 Virginia Drive, Stevens Point, WI 54481

Business Contact Representative: James Radford, President

Phone: 314-369-7751 Email: jradford@bscgmail.com



Consultant Proposal

Date: August 16, 2024

Name: Lauren Schuppe

Organization: Madeline Island Public Library

Client Email: director@madislandlibrary.org

Dear Lauren,

Thank you for reaching out to EQT By Design. We enjoyed meeting with you and learning about your project to build a community center on Madeline Island. We are excited about the possibility of partnering with you in designing and facilitating a process that leads to building and operating a community center in La Pointe that meets the current and evolving needs of the community. We believe that EQT By Design's depth and breadth of experience in inclusive, equity-centered engagement, community change, and our focus on relationships, provide a successful approach to both the process and deliverables of the project.

La Pointe Community Center Feasibility Study Goals

Based on our conversation, review of the RFP and other related documents, and EQT By Design's experience with community-centered projects, we recommend a two phase process.

- Phase 1: Builds a strong foundation of community relationships through engaging stakeholders in creating a shared vision and understanding existing needs.
- Phase 2: Seeks to compile and assess a range of feasible or most optimal building and operational costs, and identify potential dollars and key funders to support the goals of the community project.



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Phase 1

The purpose of Phase 1 is to ensure the development of a strong and sustainable foundation of relationships amongst the diverse stakeholders of Madeline Island and surrounding areas (for example the Ojibwe communities of Red Cliff and Bad River, year-long residents, seasonal residents, vacation/rental home owners). This first phase consists of:

- Facilitating a stakeholder relationship building process that supports the concept of developing a sustained *Island Collaborative* that can provide a foundation for future community initiatives
- Creating a shared understanding amongst stakeholders, of the purpose of a community center(s) and how it can serve the various needs and contribute to the overall wellbeing of the community
- Creating a shared vision and goals that provide a direction in which the community can, together, work toward successfully
- Based on current and anticipated future needs, identifying desired programming and activities, and desired overall space needs
- Identifying desired options to house programming and activities (e.g. La Pointe School, Library, school buildings, a new building) and potential partnerships
- Developing a timeline and specific actions for Phase 2

Phase 2

- Identifying estimated costs associated with various community center(s) options
- Prioritizing the various options
- Creating a drawing that envisions the priority option
- Estimating a range of costs in creating a new building and/or retrofitting an existing building
- Estimating the range of costs that includes staffing and operational costs to support programming and activities
- Identify potential fundraising opportunities of a capital or operating nature based on research and stakeholder engagement for a new physical building or retrofitted one

This proposal focuses specifically on Phase 1 outlined above. Phase 1 provides a foundation of strong community relationships that are fundamental in seeing sustainable, long-term outcomes for the project. The data gathered in Phase 1 and the prioritizing of options provide a firm base to develop recommendations and a roadmap for Phase 2. (Phase 2 consists of a separate budget and financial considerations not included in this proposal.)

EQT By Design Equity Lens and Community Change Framework

EQT By Design (EQT) centers equity, diversity, and belonging in all its projects and processes, and considers capacity, culture, and context as fundamental to community change. This approach involves establishing an equity lens with tools to support transformative practices in community development. Our framework includes:

- A **vision** necessary to describe a process of equity, diversity, and belonging.
- **Shared language** in place to guide and empower stakeholders to learn about, develop, and co-create a process that is equitable and inclusive of diverse experiences and perspectives.
- A **learning** environment that cultivates and elevates equity, diversity, belonging, and relationship building.
- **Support** from community leadership and stakeholders to actively develop the way in which the community embeds equity, diversity, and belonging into its infrastructure and culture.
- A **strategic and action roadmap** that provides an outline and recommendations for implementing equity-centered pathways for community change.



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Strategic Community and Systems Change Framework

Community and Systems Change Framework

EQT uses a five stage process for developing a strategic roadmap for community change. Along with vision and goals, it addresses a key aspect of community change -the ability to identify challenges in implementing actions, and approaches to overcome these challenges upfront. The following graphic shows the flow from one stage to the next in the community and systems change process.



Project Timeline -Phase 1

<p>PROPOSED FOCUS QUESTION: <i>How does the community build a strong foundation of relationships amongst stakeholders. and work together to build and sustain a community center(s) that meets diverse needs?</i></p>			
October 2024 - March 2025*	March - June 2025	July - September 2025*	October - November 2025
Grounding to Move Forward	Gathering Information + Identifying Stakeholders	Understanding the Data	Creating a Roadmap + Recommendations
<p><i>How are we ready to engage in this work?</i></p> <p><i>What is our shared understanding of the work ahead?</i></p> <p><i>What does an equitable process look and feel like for the project?</i></p> <p><i>Who is on the Design Team?</i></p> <p><i>What is the overall design of the process?</i></p> <p><i>What are the learnings from past efforts?</i></p> <p><i>What are other documents and initiatives that inform or connect to this project?</i></p>	<p><i>What information exists already?</i></p> <p><i>What additional information do we need and how is it gathered?</i></p> <p><i>Who are the stakeholders?</i></p> <p><i>What needs to be considered as we develop an equity-centered process to gather information from stakeholders?</i></p> <p><i>What are the best processes for engaging diverse stakeholders?</i></p> <p><i>How do we build and facilitate a process that builds long-term relationships across stakeholder groups?</i></p>	<p><i>What understandings have emerged?</i></p> <p><i>What options best meet the needs of the community and the various stakeholders?</i></p> <p><i>What are the priorities?</i></p> <p><i>How do we measure progress?</i></p>	<p><i>What are the actionable pathways and goals?</i></p> <p><i>What are the steps needed to implement phase 2 of the plan?</i></p> <p><i>How do we ensure that the plan is flexible to changing circumstances?</i></p> <p><i>How can the process be used as a model for future work?</i></p> <p><i>What are recommendations for securing funds for the physical space, staffing, and operations?</i></p>

The above table is a tentative timeline. Further conversation with members of the La Pointe Community Center Feasibility group will help determine the exact timeline.

****Please note the EQT offices are closed mid-December through mid-January, the first three weeks of July, and late August/early September.***



Milestone Overview

Grounding to Move Forward

Purpose	<p>Ensure clarity around meaning, goals, and outcomes of project</p> <p>Establish a baseline for the work ahead</p> <p>Develop shared commitments and understanding around how we will engage with one another in the work ahead</p> <p>Review Town of La Pointe Comprehensive Plan Amendment, Town of La Pointe & Madeline Island Public Library Community Center Work Group Final Report, and other relevant documents</p>
Timeline	October 2024 - March 2025
Who is Involved	Design Team and EQT By Design
Deliverables	<ul style="list-style-type: none"> ● Written document of shared vision, goals, and outcomes of project, and shared commitments and process agreements ● Creation of a community design team ● Project management, including meetings with the Design Team

Gathering Information and Engaging Stakeholders

Purpose	<p>Identify sources of information</p> <p>Design, plan, and implement stakeholder engagement</p>
Timeline	March - June 2025
Who is Involved	Design Team and EQT by Design
Deliverables	<ul style="list-style-type: none"> ● Review previous survey data ● Reviewing examples of community centers in other communities, such as cooperative ventures, shared use spaces, etc. ● Identify stakeholder list ● Written design of stakeholder engagement process <ul style="list-style-type: none"> ○ May include survey (1); 1:1 interviews (up to 40 ppl/virtual or in person), focus groups (3 to 6 sessions/virtual or in person) ● Project management, including meetings with Design Team

Understanding the Data

Purpose	Identify strategic and actionable goals, priorities, and measurement processes
Timeline	July - September 2025
Who is Involved	Design Team and EQT by Design
Deliverables	<ul style="list-style-type: none"> ● Gather and organize data <ul style="list-style-type: none"> ○ Written document analyzing and summarizing findings from stakeholder data ○ Develop themes ● Presentation of analysis and summary to Design Team ● Facilitate a 1 to 2 day (10-12 hrs) community workshop to share themes and understanding from data, and develop an actionable roadmap for phase 2 ● Project management, including meetings with Design Team

Roadmap and Recommendations

Purpose	Develop a written roadmap and recommendations report for Phase 2
Timeline	October - November 2025
Who is Involved	Design Team and EQT By Design
Deliverables	<ul style="list-style-type: none"> ● Create a written roadmap and recommendations from engagement findings and community workshop ● Presentation of the roadmap to the Design Team ● Project management, including meeting with Design Team



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EQT Background and Project Examples

EQT By Design brings 25+ years of experience in equity-centered strategic planning, change management, and organizational cultural design within government, community, and the corporate and nonprofit sectors. We help organizations and communities understand how to design and implement systems change to ensure inclusion and equity strategies are both relevant and sustainable. Through a design and systems-thinking process of engaging diverse communities and/or organizational team members, we help to identify and address gaps in relationships, connections, and perspectives. The EQT By Design model helps organizations actively understand where you are currently, where you are going, how you are ready, what you need to reach your goals, and how to sustain forward momentum.

EQT By Design has conducted over 100 organizational and community stakeholder engagement processes that include individual meetings, focus groups and surveys. Harvested data provides critical information to the organizational and community change process.

Along with information gathering from focus groups and surveys, other aspects of EQT By Design's organizational change process involves grounded learning, needs assessment, environmental scan, equity-centered planning, professional development, coaching/advising, and evaluation.

Past and present EQT by Design clients for organizational change include Saving Our Babies Initiative with Dane County Health Council, Roots and Wings Foundation, Quartz, Rooted, UW Credit Union, Movin' Out, Sea Grant University of Wisconsin, Wisconsin Union Association, and Access to Independence.

Recent examples of EQT projects include the Fitchburg Teen Center, UW Library Mall and Oscar Meyer Redevelopment. The Fitchburg Teen Center involved engaging diverse, community stakeholders in creating a vision, understanding community needs and assets, and identifying steps and recommendations for architectural drawings, cost projections, and fund development. UW Library Mall on the UW-Madison campus. EQT engagement strategies and design, based on stakeholder input, provide conceptual alternatives, and help prepare cost estimates. Oscar Meyer Redevelopment took a similar approach where EQT facilitated a community vision and plans to develop the former Oscar Meyer factory and headquarters buildings in a way that served the needs of the community.

Contact:
EQT By Design
6709 Raymond Road
Madison, WI 53719

Stephan Hiroshi Gilchrist
stephan@eqtbydesign.com



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EQT Consultant Profile

ANNETTE MILLER

Founder + CEO | Chief Engagement Consultant
EQT By Design



Annette Miller has lived in Madison since 1989 with her life partner, Mike, and three children they have raised together. Annette's career spans decision-making roles across state and local government and as an executive in the private sector. She brings 25 years of strong professional policy, racial equity, and analytic skills, and a wide network of community, government, and business relationships, especially with Dane County's diverse populations. Annette launched EQT By Design (EQT) to focus on developing diverse, inclusive, sustainable strategies in public engagement, equitable community development projects, and organizational cultural change management.

As CEO and founder of EQT, Miller's passion is ensuring that inclusion and engagement are front and center in her work. EQT does this work by engaging the community in equity centered efforts, disrupting and changing inequitable policies, systems, and structures, while consulting and modeling, to provide concrete action steps to increase economic and community impact and decision making for Black, Indigenous and People of Color.

EDUCATION / CERTIFICATION

- Master of Science, Social Innovation & Sustainability Leadership | Edgewood College
- Bachelor of Arts, English | University of Wisconsin-Madison
- Anima Deep Diversity certification
- International Association of Public Participation (IAP2) certification

AWARDS

- 2016 - James C. Wright Human Right Award
- 2014 – Badger Bioneer Award, Centro Hispano Roberto G. Sanchez Award, Mentoring Positives Muriel Pipkins Award
- 2012 - United Way Mike McKinney Volunteer Award
- 2011 - WI Women of Color Network, Woman of Achievement Award
- 2010 - YWCA Women of Distinction Award



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Stephan Hiroshi Gilchrist

Lead Consultant | Strategic Systems Change
EQT By Design



Stephan was born in Japan and grew up in a bi-racial and bi-cultural home, spending his childhood in both Japan and in the United States. His motivation in helping heal divides comes from his lived experience navigating perceptions and assumptions of race and belonging as a child and as an adult. Stephan brings together his lived experience with a depth of professional experience in equity-centered transformation, community development, organizational change, leadership development, adult learning, and collective wellbeing. His previous roles in engaging collaborative change and include:

- Co-Founder, Institute for Collective Wellbeing
- Chief Diversity Officer, University of Wisconsin-Extension and University of Wisconsin-Colleges
- Director and Faculty, Social Innovation and Sustainability Leadership Graduate Program, Edgewood College
- Founder of the Center for Inclusive and Engaged Leadership
- Coordinator, Sustainable Forestry Partnership, Oregon State University

Stephan's additional experience serving on several non profit boards, participating in initiatives such as preserving and sharing stories of Japanese/Japanese American internment during WWII, and facilitating interracial dialogues has deepened his understanding of co-creating effective, and lasting change. Through relationship building, the understanding of self and others, and engaging powerful processes, Stephan sees that together, we can create equitable organizations and communities, and heal the divides that separate us.

EDUCATION / CERTIFICATION

- Doctorate of Educational Leadership | Portland State University
- Master of Science Conflict Resolution | Portland State University
- Master of Science Environmental Education | Southern Oregon University
- Bachelor of Arts International Business, Japanese Focus | California State University Fullerton
- Theory U Foundations | Presencing Institute
- Mediation | Portland State University
- Interracial Dialogue Facilitator | Oregon Uniting

AWARDS

- Top National Graduate Program in Sustainability Leadership, Edgewood College
- Commencement Speaker, Graduate School of Education, Portland State University
- Oregon Minority Pipeline Fellowship



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Project References

EQT By Design can provide project references and contact information as part of the selection process to have a follow up conversation with the selection committee.



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Investment + Billing

Retainer Investment Structure	Total Investment: \$40,000 + Travel Expenses <ul style="list-style-type: none">• Initial deposit \$10,000 once agreement signed• \$2,500 monthly retainer from October 2024 through December 2025 (12 months)• Travel expenses include transportation costs, lodging, and meals (these may be covered by the feasibility group)
Invoicing	<ul style="list-style-type: none">• Monthly billing starting is October 1, 2024• EQT By Design will send monthly electronic invoices via our invoicing platform. Prefer ACH payment through your system or through ours, Bonsai on the 1st of each month.



Agreement

Thank you for the opportunity to work with you on the La Pointe Community Center Feasibility project, and for choosing EQT By Design!

Sincerely,



Annette Miller
CEO | Chief Engagement Consultant
annette@eqtbydesign.com



Stephan Hiroshi Gilchrist
Strategic Systems Change
stephan@eqtbydesign.com

By signing below, you are agreeing to the terms of this proposal.

Name:	Date
Title:	
<i>La Pointe Community Center Feasibility Study</i>	



EQT By Design Disclosures

No Promises or Guarantees Regarding Outcome

This contract and scope of work by EQT has not made and will not make any promise or guarantee about the outcome. EQT stands by its work and efforts to design, plan, and implement a process that is inclusive, equitable, and professional. The solutions developed and designed are co-created with the Client and the community; as such, the process is designed with the intention of success. All fees and expenses will be due regardless of the outcome.

Termination of Services by Client

Client may terminate services with EQT at any time by written notice. Client remains responsible for all fees and expenses incurred by EQT up to the time of written notice or other agreed end date.

Termination of Services by EQT By Design

EQT may terminate its services if Client, at any time, is not consistent with the intentions of designing equitable and inclusive process and engagement. EQT may decide to terminate its services if payments are not made as required by the Agreement, if Client misrepresents or fails to disclose material information to EQT, if Client fails to follow EQT's advice and/or recommendations that are deemed material for successful outcomes for services rendered, or for conduct considered unprofessional to EQT or their team. Client remains responsible for all fees and expenses incurred by EQT up to the time of written notice or other agreed end date.



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TOWN OF LA POINTE
REGULAR TOWN BOARD MEETING
August 27th, 2024
5:00PM at Town Hall
Draft Minutes

Town Board Members Present: Town Chair Glenn Carlson, Supervisor Sue Brenna, Supervisor Mike Anderson, Supervisor Aimee Baxter, Supervisor Samantha Dobson

Staff Present: Town Clerk Alex Smith

Public Present: Paul Brummer, John Carlson

Call to Order: 5:00pm

I. Public Comment A*

John Carlson requested the Town Board stay in open session when discussing the La Pointe Police Survey.

Paul Brummer agreed with John about remaining in open session. He suggested the Town Board take a look at the MRF employee's use of the Town's pickup. He stated that keeping the expenses down for taxpayers must be done.

II. Administrative Reports

A. Town Administrator's Report: No formal report. Glenn updated on the hiring of a Town Administrator. There have been six applicants, and the application deadline is this coming Tuesday. The Town Board will discuss the next steps at the next Town Board Meeting.

III. Public Works

A. Public Works

1. Public Works Director job posting:

Motion to approve the Public Works Job posting with minor corrections, M. Anderson/S. Brenna, 5 Ayes, Motion Carried.

B. Roads, Dock, Harbor

1. Purchase order from Sunny Slope failed culvert:

Motion to approve the Sunny Slope failed culvert purchase order in the amount of \$1,824.40, S. Brenna/A. Baxter, 5 Ayes, Motion Carried.

C. Materials Recovery Facility

1. Purchase order for MRF Compacter Service:

Motion to approve the MRF Compacter Service purchase order in the amount of \$1,859.97, A. Baxter/S. Brenna, 5 Ayes, Motion Carried.

Discussion: Supervisor Aimee Baxter requested the results from the inspection.

D. Airport

1. FAA Approval of Agreement for Transfer of Entitlement:

Motion to approve the Agreement for Transfer of Entitlement, M. Anderson/A. Baxter, 5 Ayes, Motion Carried.

IV. Committees

A. Committee Minutes: Placed on file by unanimous consent.

B. Affordable Housing Advisory Committee

1. Appoint members:

Motion to reappoint AHAC member Mark Pass and Jane Vogt for terms ending 8/31/26, A. Baxter/ S. Dobson, 5 Ayes, Motion Carried.

V. Town Hall Administration

A. Budget Summary Report:

Motion to approve the Budget Summary Report as presented, S. Dobson/A. Baxter, 5 Ayes, Motion Carried.

B. Letter of opposition for Apostle Island National Park (Resolution #24-0827):

The Town Board conducted a first reading of the proposed opposition resolution and deferred the item for the next Town Board meeting.

C. Review current vacation personnel policy:

The Town Board discussed the current vacation personnel policy with all of the recent requested vacation extensions.

Discussion: Glenn Carlson suggested setting the vacation deadline be set to the same date for all employees. Samantha Dobson asked if there would be a risk of employees all taking off at the same time if the vacation deadline date was set the same. The Town Board stated there needs to more/better communication regarding expiring vacation hours. The Department Heads should be in communication with their employees and their vacation hours and expiration.

D. Agreement with Alder Engineering for miscellaneous consulting:

The Town Board may go into closed session during the meeting for the purpose of deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business which it is or is likely to become involved in accordance with to Wisconsin Statutes 19.85 (1)(e). After the completion of the closed session, the Board will come back into open session to act upon the discussion in the closed session or otherwise complete the business of the meeting before adjourning

The Town Board did not go into closed session for this item. Motion to approve the proposal for miscellaneous consulting from Alder Engineering effective as of 8/16, M. Anderson/S. Brenna, 5 Ayes, Motion Carried.

VI. Vouchers

A. Town of La Pointe:

Motion to approve the town vouchers in the amount of \$23,681.89, M. Anderson/A. Baxter, 5 Ayes, Motion Carried.

B. Harbor Commission

1. Harbor Designated Fund:

Motion to approve the Harbor Designated Fund vouchers in the amount of \$121.38, M, Anderson/A. Baxter, 5 Ayes, Motion Carried.

2. MIFL Utility:

Motion to approve the MIFL Utility vouchers in the amount of \$240,033.75, M. Anderson/A. Baxter, 5 Ayes, Motion Carried.

VII. Alternative Claims:

Motion to approve the alternative claims in the amount of \$236,080.08, M. Anderson/A. Baxter, 5 Ayes, Motion Carried.

VIII. Treasurer's Report:

Motion to approve the treasurer's report with a balance of \$460,278.93, A. Baxter/S. Dobson, 5 Ayes, Motion Carried.

IX. Minutes

A. Regular Town Board Meeting – August 14th, 2024

Motion to approve the minutes from 8/14 as submitted, S. Brenna/S. Dobson, 5 Ayes, Motion Carried.

X. Emergency Services

A. Ambulance

1. Monthly Ambulance Report:

Motion to approve the monthly ambulance report, A. Baxter/S. Brenna, 5 Ayes, Motion Carried. Placed on file by unanimous consent.

Discussion: Samantha Dobson thanked everyone for stepping forward to help the EMS service.

B. Police Department

1. Discussion of police survey:

The Town Board may go into closed session during the meeting for the purpose of considering specific applications of probation, extended supervision or parole, or considering strategy for crime detection or prevention in which it is or is likely to become involved in accordance with to Wisconsin Statutes 19.85 (1)(d). After the completion of the closed session, the Board will come back into open session to act upon the discussion in the closed session or otherwise complete the business of the meeting before adjourning.

The Town Board did not go into closed session for this item. Glenn discussed the overall results and details. There were 660 who participated and over 250 comments. There are many comments that are accusatory, defamatory and may reveal the anonymity of participants in the survey. Glenn will be discussing with the attorney about the comment section and the best action moving forward to release the police survey comments.

Motion to release the survey results without comments, A. Baxter/S. Dobson, 5 Ayes, Motion Carried.

XI. Public Comment B:**

Mike Anderson asked Glenn about the Chamber and their support for the opposition of the National Park proposal.

XII. Liquor & Operators' Licenses

A. Class "B" Picnic License

1. Madeline Island Historical Preservation "Softball Fundraiser":

Motion to approve the Class "B" picnic license for the MIHPA, S. Dobson/A. Baxter, 5 Ayes, Motion Carried.

XIII. Lawsuits & Legal Issues

The Town Board may go into closed session during the meeting for the purpose of conferring with legal counsel with respect to litigation in which it is or is likely to become involved in accordance with to Wisconsin Statutes 19.85 (1)(g). After the completion of the closed session, the Board will come back into open session to act upon the discussion in the closed session or otherwise complete the business of the meeting before adjourning.

A. Petition with the Wisconsin Department of Revenue Regarding Ashland County

B. Starck Claim Against Town of La Pointe

Motion to go into closed session, S. Benna/S. Dobson, Roll Call Mike Anderson present, Sue Brenna present, Aimee Baxter present, Samantha Dobson present, Glenn Carlson present, Motion Carried. 5:37pm

Motion to return to open session, S. Brenna/S. Dobson, 5 Ayes, Motion Carried. 5:50pm

A. Petition with the Wisconsin Department of Revenue Regarding Ashland County:
Motion to file petition with circuit court, M. Anderson/S. Dobson, 5 Ayes, Motion Carried.

B. Starck Claim Against Town of La Pointe:

Motion to deny Starck Claim Against Town of La Pointe, A. Baxter/S. Dobson, 5 Ayes, Motion Carried.

XIV. New Agenda Items for Future Meetings

Exit Interview with Public Works Director

Opposition of National Park Resolution

Comments of Police Survey

XV. Adjourn: Motion to adjourn, S. Brenna/S. Dobson, 5 Ayes, Motion Carried. 5:53pm

Submitted by Town Clerk, Alex Smith.

**TOWN OF LA POINTE
SPECIAL TOWN BOARD MEETING**

September 3rd, 2024

5:00PM at Town Hall

Draft Minutes

Town Board Members Present: Town Chair Glenn Carlson, Supervisor Sue Brenna, Supervisor Mike Anderson, Supervisor Aimee Baxter

Staff Present: Town Clerk Alex Smith

Public Present: None

I. Call to Order:

Meeting called to order by Glenn Carlson at 5:00pm

II. Public Comment:

None.

III. Authorization for Harbor Commission to reimburse MIFL LLC for capital expenses:

This is the standard 5-year schedule maintenance plan for the Madeline ferry boat.

Maintenance includes sandblasting, exterior painting, dry dock, hailing port welded on hull, reinstalling bearings, and alignment. The funds would come from the capital budget, which has roughly \$450,000. The Harbor Commission recommended the Town Board approve the authorization for the Harbor Commission to reimburse MIFL LLC for the maintenance plan presented.

Motion to authorize the \$451,000 maintenance plan as presented, M. Anderson/A. Baxter, 4 Ayes, Motion Carried.

IV. Adjourn:

Motion to adjourn, S. Brenna/A. Baxter, 4 Ayes, Motion Carried. 5:06pm

Submitted by Town Clerk, Alex Smith.